

The Connecticut General Assembly

Joint Committee on Legislative Management

Donald E. Williams, Jr.
Senate President Pro Tempore

Martin M. Looney, *Senate Majority Leader*
John McKinney, *Senate Minority Leader*

D'Ann Mazzocca, Ph.D.
Executive Director



James A. Amann
Speaker of the House

Christopher G. Donovan, *House Majority Leader*
Lawrence F. Cafero, Jr., *House Republican Leader*

June 16, 2009

TO: All Respondents of Record

FROM: Tina Nadeau Mohr

RE: Responses to Questions and Clarifications
CTN BROADCAST EQUIPMENT AND INSTALLATION
Contract # JCLM10REG0055

The following Request for Proposal (RFP) clarifications are provided to those who have received the Connecticut General Assembly's RFP for the CTN Broadcast Equipment and Installation – Contract # JCLM10REG0055.

Please note that the deadline for receipt of all responses is July 9, 2009 at 12:00 pm (noon) in the Office of Legislative Management, Room 5100 Legislative Office Building, Hartford, Connecticut.

Thank you for your interest.

JOINT COMMITTEE ON LEGISLATIVE MANAGEMENT

QUESTIONS AND ANSWERS

June 16, 2009

1. Is there a listing of what is to be submitted with the responses?

Section two and three of the request for proposal includes a list of required elements that **shall be included** in all responses. **Any response not including these elements is subject to disqualification.**

2. Shall responses include the gift affidavit and the campaign contribution form?

Yes. Please note that proposals will not be considered without a completed gift affidavit and the campaign contribution form.

3. Has this project been reserved for participation by set-aside responders certified as such by CT Department of Administrative Services (DAS)?

No.

4. Is a bid bond required to be submitted with the proposal?

The proposer shall submit a bid bond in the amount of ten percent (10%) of the total proposed contract cost along with the response. Failure to furnish a bid bond in the proper form and amount with the respond will be cause for disqualification. A bid bond shall be in the form of a firm commitment as follows: a bid bond on a surety company licensed in the State of Connecticut; a postal money order; certified check; or cashier's check. All checks shall be made payable to "The Joint Committee on Legislative Management." Guarantees other than bid bonds will be returned (a) to unsuccessful responders as soon as practical after the opening of the response, and (b) to the successful responder upon execution of such further contractual documents and bonds as may be required by the responder. A letter of credit cannot be substituted for a bid bond.

5. Please define the term "total proposed contract cost" as described in the answer to #4 above.

The "total proposed contract cost" is defined as the total cost of the proposed Engineering Fees, Equipment cost including installation and Complete integration of the equipment.

6. Is there a location for the total proposed contract cost to be filled in on the proposal pricing page?

Yes, the total proposed contract cost shall be filled in on the revised proposal pricing

page included in Attachment 1 to this document. Please submit this revised pricing page with your proposal.

7. Can you please clarify any special instructions regarding the completion of the Attachment documents to this Request for Proposal?

The Evaluation Form (Attachment A)

This document does not need to be completed and included in this proposal and is for informational purposes only to provide the criteria on which the proposals will be evaluated.

Corporate Resolution and Proof of Authorization Form (Attachment B)

This document shall be completed and included in the proposal. This form shall be signed by the individual who is authorized to sign and enter into contracts on behalf of the proposer, notified and affixed with the corporate seal (if available).

Certification Form (Attachment C)

This Form shall be signed by the same individual who signed the Corporate Resolution and Proof of Authorization Form. This form is not required to be notarized.

Proposal Pricing Page (Attachment D)

This Form shall be signed by the same individual who signed the Corporate Resolution and Proof of Authorization Form. This form is not required to be notarized.

Gift and Campaign Certification (Attachment E)

This Form shall be signed by the same individual who signed the Corporate Resolution and Proof of Authorization Form. This form shall be notarized.

Nondiscrimination Certification (Attachment F)

This Form shall be signed by the same individual who signed the Corporate Resolution and Proof of Authorization Form. This form is not required to be notarized.

Bidder Contract Compliance Monitoring Report (Attachment H)

This Form shall be signed by the same individual who signed the Corporate Resolution and Proof of Authorization Form. This form is not required to be notarized.

Vendor Profile Form (Attachment I)

This Form shall be signed by the same individual who signed the Corporate Resolution and Proof of Authorization Form. This form is not required to be notarized.

W-9 Form (Attachment J)

This Form shall be signed by the same individual who signed the Corporate Resolution and Proof of Authorization Form. This form is not required to be notarized.

8. When should the new control room go live?

OLM would like the new control room to go live by December 31, 2009. No timeline was provided in the request for proposal because we would like the proposal responses to include this timeline showing completion by December 31, 2009. If this cannot be

accomplished than please provide a timeline indicating the earliest possible date to go live.

9. Are any items missing from the equipment list?

Yes, a revised equipment list has been published. Please see Attachment 3 which follows this Q&A document.

10. What should be done when a specific manufacturer is not indicated for specific equipment items?

OLM did not specify a certain manufacturer for select equipment because OLM would like the proposal submitted to include recommendations for a manufacturer.

11. Does the equipment list include patching?

Yes.

12. Is furniture included in the specifications?

Yes.

13. Why was no manufacturer specified for the furniture described in the request for proposal?

No manufacturer was specified because OLM would like the proposal submitted to include recommendations for a manufacturer for the furniture.

14. Are proposals required to utilize the layout included in the request for proposal in Attachment B?

The proposals shall include pricing in direct response to Attachment B. However, if the proposer would like they can also provide alternative layouts with alternate pricing.

15. Please describe your expectations regarding the transition from the original control room to the new control room?

The transition from the original control room to the new control room should be seamless. CTN shall remain in operation throughout the installation of the new equipment with no loss in functionality.

The proposed transition plan is as follows:

i. Prior to beginning the installation of the new equipment the A/V equipment service bench, the tape duplication racks and the DVD duplication equipment will be moved to a location outside of the A/V Control Room by CGA contractors and CTN staff.

ii. The raised floor will be extended and any new power drops would be installed by CGA contractors.

iii. One existing production console is to be moved to the A/V equipment service bench location.

iv. The new equipment racks and one new production console can be installed.

v. When complete the first new production console will be brought on line and the second old production console disassembled.

vi. The second new production console and the master control console can then be assembled.

16. What are the hours that the chosen proposer is allowed to work in the Legislative Office Building?

There are no restrictions on the hours the chosen proposer is allowed to work in the Legislative Office Building, but shall sign in with the Capitol Police whenever on-site.

17. Does the original equipment in the control room have HDI capability?

No, most of the equipment has only SD capability, only the P2 decks are HDI.

18. Can you please publish the sign-in list from the non-mandatory meeting held on June 8, 2009?

Yes, please see Attachment 3 of this document.

19. Can you provide a list of legacy equipment to be included in the installation, including: description, manufacturer and model number?

See the attached list of legacy equipment in Attachment 2.

20. What is the level of production activity taking place after normal business hours?

Very minimal.

21. Please define exactly what tasks require a CT low voltage license and what tasks do not?

All on-site installation work of the equipment including cabling and connecting equipment in one rack to equipment in another rack is to be performed by an individual holding a valid CT low voltage license.

Engineering, programming, testing and training tasks do not require a valid CT low voltage license.

22. Does prevailing wage apply to this project?

Prevailing wage requirements including the submission of certified payroll applies to all on-site installation work of the equipment including delivery, set up, cabling and

connecting equipment in one rack to equipment in another rack.

Delivery and set up of the equipment racks at the “laborers” rate. Cabling of the racks at the “electrician” rate.

23. Is the source code for the existing Crestron robotic control system available?

What we have is incomplete and old. We have an old disk, from about 2004 for the Crestron system. What we know is missing is at least the EOC and probably the new control processor. The code has been updated but we do not have documentation or the code.

24. What documentation is there for the existing system?

The documentation we have is not up to date and dates back to the original installation.

25. Please complete the sentence in Paragraph 2.3.8 (b). It appears to be cut off after the words “... shall assume full and”

Paragraph 2.3.8 (b) reads “The awarded responder shall be responsible for the adequacy and safety of all construction methods and the safe prosecution of the work. The awarded responder shall assume full and complete responsibility for safe prosecution of the work at all times, and for obtaining satisfactory results.”

26. As I begin to review the details and the Exhibit A Equipment Listing, I have noticed that there are no quantities called out for specific Grass Valley Products. Our response would be a collaborative effort in conjunction with a Broadcast Systems Integrator and our desire is to submit a complete response to this RFP. However, Provided that our equipment list could be considered similar in functionality, I would like to know if it is possible for Grass Valley to submit an Alternative Equipment proposal in lieu of the Exhibit A Equipment List contained within the RFP?

Multiple manufacturers were considered in the RFI process from which most of the equipment listed in this RFP was selected. No manufacturer substitutions are acceptable at this time in response to the base proposal.

You may submit an alternate proposal for equipment from the same manufacturer but need to provide complete documentation for the reason for making the proposed substitution.

27. What are the dimensions of the loading dock at the Legislative Office Building?

The loading dock is approximately 27’ x 17’ with one overhead door. On a typical day about half the space is taken up by pallets of copy paper that is stored there. Items delivered to the loading dock need to be removed to another area immediately.

JOINT COMMITTEE ON LEGISLATIVE MANAGEMENT

CLARIFICATIONS

June 16, 2009

1. Section 3.1 (c) of the Request for Proposal shall be replaced in its entirety with the following
“Responses must be sent in a sealed envelope to the Office of Legislative Management,
Legislative Office Building; 300 Capitol Avenue Room 5100; Hartford, Connecticut 06106 to the
attention of Tina Nadeau Mohr”;
2. Section 2.3.4 (b) of the Request for Proposal shall be replaced in its entirety with the following
“Attachment B is the proposed layout of the new equipment racks and consoles. The proposal
document shall include any revisions in this layout that will be necessary to install the new
consoles, racks and equipment.”



REVISED PRICING PAGE

ATTACHMENT 1

CTN Broadcast Equipment and
Installation
JCLM10REG0005

The Connecticut General Assembly
Joint Committee on Legislative
Management
Legislative Office Building : Rm 5100
Hartford, CT 06106
(860) 240 – 0100
FAX: (860) 240 – 0122

-
- | | | |
|------------------------------|--|----------|
| 1. | Engineering Fees | \$ _____ |
| 2. | Equipment Cost including installation
(Total from Schedule A) | \$ _____ |
| 3. | Complete Integration of equipment | \$ _____ |
| TOTAL PROPOSED CONTRACT COST | | \$ _____ |

Standard payment terms are net 45 days. Please indicate any early payment discount terms that would be applicable to this project: _____% Discount, _____ Days.

The undersigned, accepting the conditions set forth herein, hereby agrees in strict accordance therewith to furnish these services and/or commodities to the General Assembly as listed in the Request for Proposal at the prices proposed therein.

Company: _____

Address: _____

Signature: _____

Name (Printed): _____ Title: _____

Federal Employer Identification Number: _____

Telephone Number: _____ Fax Number: _____

Email Address: _____

Date: _____

ATTACHMENT – 2

CTN Broadcast Equipment and Installation

ATTACHMENT 2 **Legacy Equipment to be Included in Installation**

#	Manufacturer	Model	Description	Qty	RU
1	Crispin	Device Server	Automation System (PC Based) w/kvm	1	2
2	Dell	Desktop PC	Master Control Client PC for Crispin	1	-
3	Grass Valley	PVS1100	Profile XP Video Server	1	6
4	Grass Valley	PAC216B	Audio	1	2
5	Ciprico	PFR600	Fibre Channel RAID Storage System	1	4
6	SONY	DNWA75	Betacam-SX Recorders (SDI-SD)	2	5
7	SONY	UVW-1800	Betacam-SP Recorder (Cobalt 4030 D-A)	1	4
8	Panasonic	AJ-SD255	DVCPro Recorder (Rack shelf) (SDI-SD)	1	3
9	Panasonic	AJHPM110	P2 Portable Decks (Rack Shelf) (SDI-SD/HD)	2	9
10	SONY	PVM-20M2U	20" Color Monitor, Composite, SDI	1	10
11	Tektronix	1740	Waveform Mon/Vectorscope (rack shelf)	1	3
12	Ultech	ITVInjector	Closed Caption Injectors (SDI-SD)	3	2
13	FOR-A	FA-210	TBC	1	1
14	ESE	ES-185A	GPS Master Clock	1	1
15	ESE		Rack Mounted Clock Displays	2	2
16	Gentner	DH22	Telephone Hybrid	1	1
17	JK	AutoHybrid	Telephone Hybrids (side-by-side in 1RU)	3	1
18	ClearCom	MS232	Intercom Stations	2	1
19	Aphex	320A	Compellor	2	1
20	Pixel	AD3000	Audio Delay	1	2
21	Telestream	FlipFactory	Transcoder	1	2
22	DigiLink	1220E	Fiber Encoder - Composite (to AT&T)	2	1
23	DigiLink	1200D	Fiber Decoder - Composite (from AT&T)	1	1
24	ADC	DV6351RST	Fiber Encoder - Composite (to Comcast)	1	1
25	ADC	DV6311RSX	Fiber Encoder - Composite (to Cablevision)	1	1
Emergency Operations Center Feed & Program Interrupt					
26	Circuit Werkes	DR-10	Dialup Remote Control	1	1
27	Ocean Matrix	OMX-PSWBNC	A/B Switcher - Composite	1	1
28	Ocean Matrix	OMX-PSWAUD	A/B Switcher - 2-Ch Audio	1	1
29	Fiber Options	601SB-R/1S	SDI Fiber Receiver (Both Mounted In)	1	4
30	Fiber Options	S7751DAR-RST1	Fiber Receiver (Same Rack Frame)	1	4
Robotic Camera System					
31	Crestron	Pro-2	Control Processor (Main)	1	2
32	Crestron	CNMSX-Pro	Control Processor (Back-up)	1	2

ATTACHMENT – 2

CTN Broadcast Equipment and Installation

33	Crestron	LC-3000	Touch panels	2	-
34	Crestron	TPS-3000	Touch panel	1	-
	Crestron	CPC-Cami	Pan/Tilt heads with remote interface	37	-
35	Kramer	VS-601N	6x1 Switcher (View cameras on set-up monitor)	2	-
36	Sony	CA-537	Cameras (Composite – connected via Patch Panel)	25	-
Connecticut Education Network Feeds					
37	VBrick	9110-6200	Mpeg 2 Encoder/Decoder	1 ea	2
Web Stream Encoders					
38	ViewCast	Osprey 100	Encoders (Dell Desktops)	3	-
Audio/Video Feeds to CPAN Oak Street Office					
39	Evertz	7707CVTA27 to 61-2+SC+3RU	Dual Analog Video with 4-channel Analog Audio Fiber Transmitter	3	3
40	Evertz	7707GT27to 61-F2+SC+3RU	7707GT27to 61-F2+SC+3RU Gigabit Ethernet Fiber Transceiver	1	3
41	Evertz	7707ET27to 61-4-F2+SC+3RU	7707ET27to 61-4-F2+SC+3RU Quad Ethernet Fiber Transceiver	1	3
42	Evertz	7707IT27to 61-3-F2+SC+3RU	3 Channel Intercom Fiber Transceiver	1	3
Audio/Video Feeds To House TV System Router					
43	Extron	MAV3232AV	Composite Video – Analog Audio	2	-
Audio Feeds From Hearing Rooms, House and Senate					
44		Distribution	Line Level Analog	12	-
45		Distribution	Microphone Level Analog	12	-
Audio Feeds To Office Monitors					
46			Composite Video	4	-
47			Analog Audio	8	-
Additional Equipment Available If Needed					
48	Pixel	DD2100	Video delay detector	1	1
49	ClearCom	PLPro	Audio Monitor	2	1
50	ClearCom	AMS1022	Audio Amp	1	2
51	ClearCom	AMS1025	Audio Amp	1	1
52	Wohler	AMP2A-4S	Audio Monitor	1	2
53	LogoGen	LG-1	Logo/Bug Generator	1	1
54	Panasonic	WV-BM500	Triple 3 B&W Monitors Composite	8	4
55	Sony	PVM-411	Quad-4 B&W Composite	1	3
56	Sony	VM-14M2U	12” Monitors Composite/RGB Inputs	6	-
57	Sony	PVM-8040	9” Composite Monitors		5
58	Sony	J-1	Betacam –SX Player (rack shelf) (Composite)	1	2

**Joint Committee on Legislative Management
CTN Broadcast Equipment and Installation**

June 8, 2009 @ 1:30
Legislative Office Building : Rm 1C

PARTICIPANT SIGN IN SHEET (please print)

<u>NAME</u>	<u>COMPANY NAME/ADDRESS</u>	<u>PHONE</u>	<u>FAX</u>	<u>EMAIL</u>
Peter J Ross	MIRANDA 56 MAYHILL RD MONSON 01057	617 938 3424		PROSS@MIRANDA.COM
CHRIS MEDUELL GARY PECK JAMES BURKE	HBC COMMUNICATIONS 60 DODGE AVE. NORTH HAVEN, CT 06473	203 234 9276		CHRIS.MEDUELL@HBCCOMMUNICATIONS.COM
Bob Valinski Brian Pelletier	Omnicon Inc. 17 Buchanan Way Flemington, NJ 08522	908-237-0512		BValinski@Omnicon.com
Hal Schneider Sheryl Trussell	York Telecom 33 Upton Drive Wilmington, MA 01887	800 668 5150 978-753-4628		hschneider@yortetel.com strussell@yortetel.com
Brian Raynes David Raynes	Little Bay Broadcast Services 54 Old Stage Rd Madbury, NH 03823	603-664-3255		brian@littlebay.tv david@littlebay.tv

PARTICIPANT SIGN IN SHEET (please print)

<u>NAME</u>	<u>COMPANY NAME AND ADDRESS</u>	<u>PHONE NUMBER</u>	<u>FAX NUMBER</u>	<u>EMAIL ADDRESS</u>
Tom Tasker	Beck Associates	508-736-5618	508-869-0579	ttasker@becktv.com
JOE PATRISI	CPAN (CT-N)	X 8317		JOE.PATRISI @CGA.CT.GOV.
David Festa	CPAN	X 0365		dave.festa@ cga.ct.gov
Paul Skaff	CPAN	246-1553 x105		paul.skaff@ cga.ct.gov
Tom Matuso	TI/BSG	404-713-2502		TMATU@BECSTORE.COM
Tina Mohr	OLM			
Eric Connery	OLM			
Barry				
Marty DeFilippo	CPAN			

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REQUEST FOR PROPOSAL FOR THE JOINT COMMITTEE ON LEGISLATIVE MANAGEMENT

CTN BROADCAST EQUIPMENT AND INSTALLATION

Contract #:JCLM10REG0005

Sealed proposals will be received by the Joint Committee on Legislative Management in Room 5100 at the Legislative Office Building, Hartford, Connecticut for providing the Connecticut General Assembly with the goods and/or services listed herein by the date and time cited below.

DATE: July 9, 2009

TIME: 12:00 pm (noon)

A non-mandatory meeting and walk-through for responders will be held on June 8, 2009 in Public Hearing Room 1C at the Legislative Office Building from 1:30 through 3:00 pm.

Issued: May 15, 2009

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ATTACHMENTS

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Attachment B	Corporate Resolution and Proof of Authorization Form
Attachment C	Certification Form
Attachment D	Pricing Page
Attachment E	Gift and Campaign Contribution Ban Acknowledgement Form
Attachment F	Nondiscrimination Certification
Attachment G	Insurance Certificate
Attachment H	CHRO Notification Bidder / Contract Compliance Monitoring Report
Attachment I	Vendor Profile Form
Attachment J	W-9 Form

EXHIBITS

Exhibit A	Equipment Listing
Exhibit B	Room Layout

PART 1 GENERAL INFORMATION

1.1 Executive Summary

The Connecticut General Assembly (CGA) is the legislative branch of government of the State of Connecticut. Through statutory enactments, the Joint Committee on Legislative Management (JCLM) is responsible for the coordination and management of legislative affairs and the supervision and approval of any and all legislative expenditures.

The JCLM is comprised of the top legislative leaders from each political party and works through a subcommittee system. The Personnel Policies Subcommittee is comprised of the President Pro Tempore of the Senate, the Speaker of the House of Representatives, and the Majority and Minority Leaders of each chamber. The Subcommittee is responsible for establishing legislative personnel policies, guidelines, regulations, and salary schedules, and also approves legislative expenditures exceeding \$50,000.

The Connecticut Public Affairs Network (CPAN) is a non-profit 501(c)(3) corporation under contract with the Connecticut General Assembly to manage and operate CT-N, a 24 x 7 cable TV and internet programming service that provides complete and balanced coverage of Connecticut state government and public affairs.

The JCLM is seeking proposals to engineer, furnish, install and integrate a turnkey broadcast quality television production and distribution equipment in the State Capitol and the Legislative Office Building.

1.2 Terminology

As used herein, the following terms shall have the following meanings unless otherwise required by the context:

- (a) “CGA” - Connecticut General Assembly;
- (b) “Commission” - Commission on Human Rights and Opportunities;
- (c) “Contract” - Agreement signed by parties to formalize the acceptance by the state of an offer of a responder to furnish the services described herein at the stated prices in response to the request for proposals;
- (d) “JCLM” - Joint Committee on Legislative Management;
- (e) “OLM” - Office of Legislative Management;

- (f) “Proposal” - Offer submitted in response to this request for proposals, to furnish the services described herein to the state, under the prescribed conditions at the stated prices;
- (g) “Responder” - Person, firm or corporation submitting a proposal in response to a request for proposals;
- (h) “RFP” - Request for proposal;
- (i) “State” - The Connecticut General Assembly acting by and through the Executive Director of the Office of Legislative Management;

1.3 Contact Information

Mail: Attention: Tina Nadeau Mohr
Office of Legislative Management
Legislative Office Building; Room 5100
Hartford, CT 06106-1591

Email: tina.mohr@cga.ct.gov

Telephone: (860) 240 – 0100

Fax: (860) 240 – 0122

1.4 Portal Website

This request for proposal (rfp) is posted on the portal website which can be found at the following address http://www.das.state.ct.us/Purchase/Portal/Portal_Bids_Open.asp?F_Bid_Type=1&F_Unit=OLM.

PART 2 PROJECT SCOPE

2.1 Overview

The Joint Committee on Legislative Management, through the Office of Legislative Management, (JCLM) is seeking proposals to engineer, furnish, install and integrate turnkey broadcast television production and distribution equipment in the State Capitol and the Legislative Office Building.

2.2 Administrative Requirements

Responses shall address the following administrative requirements:

2.2.1 Experience and References

Response shall include:

- (a) Responder experience with projects similar to that described above;

(b) Responder project references including the following:

- i. Name, title, address and telephone number of reference;
- ii. Overview of the project;
- iii. Length of the project;
- iv. Total fees associated with the project.

(c) Description of the responder, including:

- i. Size of firm (number of employees);
- ii. Resources;
- iii. Years in business
- iv. Location
- v. Current arrangements with subcontractors.

2.2.2 Individual Experience and Knowledge

The response shall include the following in regards to the personnel assigned to complete the project described above:

- (a) A list of specific personnel assigned to the project;
- (b) Evidence of five years of experience with projects similar to that described in this RFP;
- (c) Resumes for each individual assigned to the project.

2.2.3 Subcontractor Experience and Knowledge

Subcontractors must be acceptable to the CGA and be approved in writing by representatives of the JCLM prior to the subcontractor starting any work on this project. The responder is required to assume responsibility for all services offered in its response. The responder shall be the sole point of contact with regards to all matters, including subcontractor performance.

The proposal must include:

- (a) A complete list of subcontractors to be used, including a brief description of the services to be provided by each subcontractor;
- (b) The subcontractor's experience with projects similar to that described in this RFP;
- (c) Subcontractor references including the following:

- i. Name, title, address and telephone number of reference;
- ii. Overview of the project;
- iii. Length of the project;
- iv. Total fees associated with the project.

(d) Description of the subcontracting company, including:

- i. Size of firm (number of employees)
- ii. Resources
- iii. Years in business
- iv. Location
- v. Current arrangements with subcontractors

2.2.4 Compensation

The compensation for services shall be in accordance with the proposal submitted by the responder, except as negotiated and amended in writing by both the CGA and the responder. All proposals shall include a detailed listing illustrating the costs to engineer, furnish, install and integrate all the equipment listed in attachment D, along with any additional costs for which reimbursement will be sought. All these costs must be reflected on the Proposal Pricing Page included in Attachment D.

Any prompt payment discounts shall be itemized in the RFP. Other discounts will not be considered when determining which responder has the lowest proposed price. Discounts must be reflected in the base price in the RFP and on the Proposal Pricing Page included in Attachment D.

Payments shall be made by the JCLM in arrears within (45) forty-five days of receipt of a properly prepared invoice. A properly prepared invoice is defined as a billing that is dated subsequent to the date the good or services have been received. A 10% retainage will be withheld from invoices until substantial completion of the project and delivery of warranty documentation.

2.2.5 Commission on Human Rights and Opportunities Requirements

The Connecticut Commission on Human Rights and Opportunities (CHRO) is responsible for the enforcement of the state's affirmative action statute, *Conn. Gen. Stat. Sections 46a-68 and 46a-68a*. Included in this request for proposal are the following forms, utilized by CHRO to aid in monitoring contract compliance:

- a. Nondiscrimination Form (Attachment E);
- b. Notification to Bidders/Contract Compliance Monitoring Report (Attachment H).

2.3 Technical Requirements

Proposals shall address the following technical requirements:

2.3.1 Background on CT-N's technical operation.

CPAN is under contract with the Connecticut General Assembly to manage the state's public affairs network, CT-N. CT-N is a 24-hour programming service similar to C-SPAN, which provides complete and balanced coverage of Connecticut state government proceedings and other public affairs events. The network was created by the Connecticut General Assembly and is funded entirely by the Connecticut taxpayer.

CT-N currently produces between 1,800 and 2,000 hours of original programming each year using three main production scenarios:

- Events within the Capitol campus are recorded directly into one of three video servers using one of two production consoles. Each console is equipped with robotic camera joystick controls, switcher, character generator and audio mixer. These events are covered in live or live-to-tape scenario, with shots selected, CG graphics added and closed captions encoded in real-time by a 2-3 person production crew and 1-2 person closed captioning crew.
- The network employs multiple ENG camera packages which may be dispatched throughout the state. Older cameras record on Beta-SX tape, while newer equipment has started transitioning to P2 cards for recording. Raw shooter's tapes and/or media are then returned to the control room where they are played back or transcoded/ingested into a video server. Graphics and closed captions are added using either one of the "live" production consoles described above or through a third non-live-capable console dedicated to post-production.
- Multi-camera shoots off campus are done with a portable production package which includes three tripod-mounted robotic cameras and controls, switcher, character generator and audio mixer. This package records to either Beta-SX or P2 decks, and in most cases shots are switched and CG graphics added in real time. The program must then be played in or transcoded/ingested into a control room video server, with closed captions added in post production.

2.3.2 General Requirements

- a. Engineer, furnish, install and integrate turnkey broadcast television production and distribution equipment list in Schedule A in the CT-N Control Room and other areas of the Legislative Office Building and the State Capitol as indicated in Schedule B.
- b. The objectives for the engineering and upgrade of CT-N's production control facility are as follows:

- i. Global equipment upgrade and replacement: All major components of CT-N's infrastructure, including switchers, character generators, routers and video servers shall be replaced and upgraded and compatible for High Definition as a result of this RFP.
- ii. Reconfiguration of current control room layout including additions of equipment racks, reconfiguration of a Master Control Room, two Production Control Rooms and workspaces for two non-linear editing systems.
- iii. Major changes to production workflows with planned equipment upgrades to include the use of non-linear editing systems, the post-production edits and CG graphics, the elimination of real-time play-in and out from the video servers in favor of faster-than-real-time methodologies, and greater coordination and control of production activities by Master Control.
- iv. Continue CT-N operations while new equipment is installed and existing equipment is either removed or transitioned to backup status.
- v. Rethink workflows to meet current and future production needs: With this upgrade CT-N intends to expand its master control functionality and integrate non-linear editing into its non-live production process. In addition, the network seeks tighter integration between production, asset management, programming and closed captioning functions to allow for greater production capacity and efficiency. Recent equipment purchases have already started CT-N's trend toward a tapeless production environment which will continue with additional component replacements.

2.3.3 Specific Work

- a. Proposals shall include:
 - i. The list and quantities of the required broadcast television production and distribution equipment is listed in attached Schedule A;
 - ii. Price to provide and install all equipment listed in Schedule A as a turnkey system. Proposers shall install all specified items and other required items to provide a complete turnkey system, including integration with the existing equipment;
 - iii. Reference the listed components for their functionality, but propose pricing for video components that are SD-SDI, field upgradeable to HD-SDI; Please note most of the components listed in this RFP were selected from a previously issued RFI that specified all video components to be supplied as SD-SDI.
 - iv. Any changes to the equipment list required to meet the specifications for the desired systems. Proposers should, in an attachment to their proposal, specify as fully as possible any additional required equipment, listing the manufacturer, model, unit price, quantity required, and unit installation cost. Any additional equipment required to complete the installation of the system that is not included on the attached proposal form or was not

- listed by the proposer is to be purchased based on a quoted percentage discount from the manufacturer's list price item;
- v. Delivery charges are to be included in all quoted prices and percentages;
 - vi. Any revisions in the layout provided in Schedule B that will be necessary to install the new consoles, racks and equipment;
 - vii. All synchronizing signals through isolated DA outputs; no looping of signals.
 - viii. Termination of all inputs and outputs of routers and audio and video switchers at appropriate jack panels.
 - ix. All extender boards as may be required for maintenance purposes.
- b. All successful proposals shall :
- i. Provide an agreement, in upgrading the Crestron robotic control system, to consult with Crestron engineering on the upgrade and to either employ a certified Crestron programmer or subcontract those services to a certified Crestron programmer.
 - ii. Provide conceptual drawings, equipment rack riser diagrams and business needs assessment documents for approval prior to installation of the equipment.
 - iii. Install and integrate all required cables to interconnect equipment for a turnkey system.
 - iv. Provide all required connectors and the services to terminate all required cables, trunk cables, and fiber links, and make all final connections
 - v. Engineer a complete turnkey system based on the specified items and other additional required items. This request for proposal does not include the expansion of the facility's raised floor. This portion of work will be completed under a separate contract with other contractor;
 - vi. Provide a manufacturer required on-site installation and commissioning support.
 - vii. Provide a set of "as-built" drawings.
 - viii. Provide a minimum of one hard copy of the user manual and one hard copy of the engineering/maintenance manual all of the equipment listed (if available).

2.3.4 Installation Schedule and Meetings

The respondent shall submit an installation schedule that meets the following requirements:

- a. CTN is to remain in operation through out the installation of the new equipment with no loss in functionality.
- b. Attachment B is the proposed layout of the new equipment racks and consoles. In the proposal document any revisions in this layout that will be necessary to install the new consoles, racks and equipment.
- c. The proposed transition plan is as follows:
 - i. Prior to beginning the installation of the new equipment the A/V equipment service bench, the tape duplication racks and the DVD duplication equipment will be moved to a location outside of the A/V Control Room by CGA contractors and CTN staff.
 - ii. The raised floor will be extended and any new power drops would be installed by CGA contractors.
 - iii. One existing production console is to be moved to the A/V equipment service bench location.
 - iv. The new equipment racks and one new production console can be installed.
 - v. When complete the first new production console will be brought on line and the second old production console disassembled.
 - vi. The second new production console and the master control console can then be assembled.
- d. Upon contract award, the responder shall meet with the Office of Legislative and CT-N representatives to coordinate the installation of the broadcast television production and distribution equipment in the CT-N Control Room and other areas of the Legislative Office Building and the State Capitol.
- e. Please note that the raised floor will be extended and any new power drops will be installed by CGA contractors under a separate contract, this work is not included in this Request for Proposal.

2.3.5 Submittals

All submittals in section two and four of this RFP shall be provided in the proposal. Proposals without these submittals may be disqualified.

2.3.6 Warranty

All work associated this request for proposal shall be warranted as outlined below:

- (a) Responder shall guarantee all materials and workmanship under the specifications and the contract for a period of one (1) year from the date of final acceptance by owner. During this guarantee period, all defects developing through faulty equipment, materials or workmanship shall be corrected or replaced immediately by responder without expense to the CGA. Such repairs or replacements shall be made to the engineer's satisfaction.
- (b) Responder shall provide a manufacturer warranty which shall guarantee the product for one year against ordinary wear and tear, or deficiencies in any or all of the component materials of the product, or workmanship deficiencies in the installation of the product.
- (c) The parties agree and hereby state that any findings, written documentation, and research performed in whole or in part in connection with this Contract shall be the sole property of the CGA and copies of all information and materials developed in connection with this Contract shall be provided to the CGA immediately upon completion or upon request by the CGA.

2.3.7 Awarded Responder's Storage Space

- (d) A limited area will be designated where the awarded responder may store items for reuse, stage materials, etc.
- (e) The awarded responder is not required to maintain a job site office at the site. The CGA requires that the awarded responder have a fax telephone number where the CGA can send communications. The awarded responder must provide a pager number or portable phone number at which he can be reached at all times.
- (f) Due to limited on-site storage availability, the awarded responder shall confine his on-site storage to the area designated by the CGA.
- (g) The awarded responder is responsible for restoring the designated on-site storage area to its original condition.

2.3.8 Protection/Safety Measures

- (a) Caution shall be exercised by the awarded responder at all times for the protection of persons and property, and all safety regulations and other provisions of applicable Federal, State and local laws must be observed. Building and construction codes, including the requirements of the Occupational Safety and Health Administration, shall be observed.
- (b) The awarded responder shall be responsible for the adequacy and safety of all construction methods and the safe prosecution of the work. The awarded responder shall assume full and

- (c) If any operation, practice, or condition is deemed by the designated representative of the CGA to be unsafe during the course of the performance of the work, the awarded responder, when notified verbally and later confirmed in writing, shall take such corrective action immediately as appropriate.
- (d) Any debris or dust that collects on the ground that poses a tripping and /or slipping hazard shall be removed immediately.
- (e) The awarded responder shall pay the cost of repair or replacement resulting from theft or damage to existing equipment, material or work due to negligence by the awarded responder in securing the project site and adjacent areas affected by the awarded responder's operations.

2.3.9 Use of Premises

- (a) The premises will be occupied during the performance of work; therefore, it will be necessary to provide JCLM with a schedule in advance when work will take place so that arrangements may be made for safe ingress and egress by building personnel, parking of vehicles, directing of traffic, delivery of goods, mail, etc. The work shall not interfere with normal, continuous, and safe operation of the building and site.
- (b) Nothing contained in the specifications shall be interpreted as giving the responder exclusive use of the premises.

2.3.10 Work Schedules

- (a) The work schedule shall be cleared with the State Capitol Police and the JCLM in advance of work in any given location. Public business hours of the State Capitol are from 8:00 a.m. to 5:00 p.m., Monday through Friday, holidays excluded.
- (b) Work will not be performed when temperatures or other weather conditions do not meet the product manufacturers' recommendations on use.

2.3.11 Examination of Documents and Work Site

- (a) Questions regarding any aspects of this RFP may be submitted by the date specified in section 6.3 of this RFP. Responses will be posted on the portal by the date specified in section 6.4 of this RFP.
- (b) Prior to submitting a proposal, each responder shall examine the RFP and may visit the site of the work. Each responder shall fully inform himself prior to submitting the proposal as to the existing conditions and limitations under which the work is to be performed, and shall

included in his proposal a sum to cover the cost of items necessary to perform the work as set forth in this RFP. No allowance will be made to a responder because of lack of such examination or knowledge. The submission of a proposal will be considered conclusive evidence that the responder has made such an examination.

PART 3 RESPONSE REQUIREMENTS

Responders shall submit the following documentation. The CGA reserves the right to disqualify any response which does not include the following documentation.

3.1 Administrative Documentation

The following administrative documentation shall be included with all response:

- (a) Please note only written responses will be accepted;
- (b) Copies: An original and two (2) copies of your response shall be submitted.
- (c) Responses must be sent in a sealed envelope to the Office of Legislative Management, Legislative Office Building; 300 Capitol Avenue Room 5100; Hartford, Connecticut 06106 to the attention of [CONTACT];
- (d) The responder must indicate on the front of the envelope:

SEALED PROPOSAL TITLE: **CTN Broadcast Equipment and Installation**

SEALED PROPOSAL NUMBER: JCLM10REG0005

DEADLINE FOR RECEIPT: July 9, 2009

- (e) Company experience and references: Evidence of company's experience, references, and a description of the firm;
- (f) Individual experience and knowledge: Provide list of personnel, discussion of experience and resumes for personnel assigned to the project;
- (g) Subcontractor experience and knowledge: List of subcontractor to be used, evidence of subcontractor's experience, references, and a description of the subcontracting firm;
- (h) Notarized Proof of Authorization: The responder must submit a form of a notarized proof of authorization. The responder has the option of satisfying this requirement by either submitting a corporate resolution or proof of authorization. The responder is not required to use the wording provided in the attachment but must ensure that all the information is included with the document meant to satisfy this requirement as indicated (Attachment B).
- (i) Certification Form. (Attachment C)

- (j) Pricing Page. (Attachment D)
- (k) Vendor profile. (Attached I)
- (l) W-9 form. (Attached J)
- (m) Bid Bond: The responder shall submit a bid bond in the amount of ten percent (10%) of the total proposed contract cost along with the proposal. Failure to furnish a bid bond in the proper form and amount with the proposal will be cause for rejection of the proposal. A bid bond shall be in the form of a firm commitment as follows: a bid bond on a surety company licensed in the State of Connecticut; a postal money order; certified check; or cashier's check. All checks shall be made payable to "The Joint Committee on Legislative Management." Bid guarantees other than bid bonds will be returned (a) to unsuccessful responders as soon as practical after the opening of the proposal, and (b) to the successful responder upon execution of such further contractual documents and bonds as may be required by the proposal. A letter of credit cannot be substituted for a bid bond.
- (n) Gift and Campaign Contribution Ban Acknowledgement Form (CCBA): The responder must complete and submit the Gift and Campaign Contribution Ban Acknowledgement Form pursuant to Public Act 07-1 and Conn. Gen. Stat. Sec. 4-252. The planning date which should be referenced in the affidavit is October 5, 2008 (Attachment F). Please refer to the following website for additional information: <http://www.cga.ct.gov/olm/bids2.asp> (Attachment E.)
- (o) Contract Compliance Monitoring Report (Attachment H)

3.2 Technical Documentation

The following technical documentation shall be included with the proposal:

- (a) Tentative work plan and schedule: Responses shall include a tentative work plan and schedule that addresses the proposed project scope and timetable outlined in this document. This plan must not hinder the normal operation and use of the Capitol;
- (b) Materials and products: List of materials and products to be used during the project;
- (c) Approach and methodology: The responder must submit a proposed approach and methodology statement that meets the objectives outlined above;

3.3 Documentation Subsequent to Contract Award

The following shall be provided subsequent to the contract award.

- (a) Final work plan and schedule: Within ten (10) days after the award of the contract, the chosen responder shall furnish a final work plan and schedule to the Architect of record and the designated representative of the CGA. The chosen responder will revise the work

schedule as work progresses, deviates from the schedule, or when requested by the Architect of record or the designated representative of the CGA.

- (b) Insurance Certificate: Please see minimum required levels listed in attachment G. The chosen responder must name the JCLM as an additional insured;
- (c) Performance Bond. A performance bond for the total amount of the contract award. The chosen responder shall furnish a performance bond for the protection of the CGA in accordance with Section 49-41(b) of the Connecticut General Statutes in an amount equal to the total proposal amount within fifteen (15) days of notification of award and prior to the execution of the contract;
- (d) Labor and Materials Bond. The chosen responder shall furnish a labor and materials bond for the protection of the CGA in accordance with Section 49-41(a) of the Connecticut General Statutes in an amount equal to the total proposal amount within fifteen (15) days of notification of award and prior to the execution of the contract;
- (e) Nondiscrimination Certification: Public Act 07-142 and Public Act 07-245 have amended the nondiscrimination provisions of the Connecticut General Statutes to add civil unions to the existing protected classes and to require State contractors to adopt policies in support of the new statutes by means of a resolution. Accordingly, attachment F is a form certification that the successful contractor must deliver executed at the time that it executes the Contract. The execution and submittal of this certificate is a condition precedent to the State's executing the Contract, unless the contractor is exempt from this statutory requirement, in which case the contractor must obtain a written waiver from the State's Commission on Human Rights and Opportunities. (Attachment F)

3.4 Documentation upon substantial completion of project.

Upon project completion and prior to payment of retainage, the chosen responder shall provide the following:

- (a) Letter of substantial completion of project
- (b) Materials and workmanship warranty documentation.
- (c) Manufacturer's warranty documentation.

PART 4 EVALUATION OF PROPOSALS

4.1 Mandatory Requirements

CGA will review responses to determine if the administrative and technical documentation requirements listed in section three have been addressed.

The CGA has the sole discretion to decide if deviations from the administrative and technical documentation requirements are material and whether to accept a response if it fails to comply with said requirements.

4.2 Presentation

After review of the responses by the evaluation committee, the CGA may schedule times for some or all responders to make presentations. During these presentations, the respondent(s) may be asked to provide an overview of their written proposal, answer questions and/or provide clarifications.

4.3 Qualitative Elements

Once it is determined that the proposal meets the administrative and technical documentation requirements, the following qualitative elements of the response will be evaluated. These elements will be scored on the Vendor Evaluation Form using a scale of outstanding, very good, fair and poor.. (Attachment A)

- (a) Overall Approach
- (b) Responders understanding of the requirements
- (c) Clarity of Submission
- (d) Professional experience and references of the responder
- (e) Professional experience and references of the personnel
- (f) Quality of list of references from current clients for whom similar services have been provided.
- (g) Appropriateness of the proposed fee structure

4.4 Debriefing Procedure

CGA contracting personnel will send letters indicating the response selected for contract award.

PART 5 CONTRACTUAL PROVISIONS

5.1 Contract Conditions

5.1.1 Campaign Contribution Ban Acknowledgement (CCBA)

With regard to a state contract as defined in P.A. 07-01 having a value in a calendar year of \$50,000 or more or a combination or series of such agreements of contracts having a value of \$100,000 or more, the authorized signatory to this submission in response to the state's solicitation shall submit the signed CCBA Form, included in this RFP, which expressly acknowledges receipt of the State Elections Enforcement Commissions' notice advising state contractors of state campaign contributions and solicitation prohibitions, and that the proposer will inform its principals of the contents of this notice.

5.1.2 Gift

Conn. Gen. Stat. § 4-252 (the “Statute”) requires that the Request for Proposal, of which these Terms and Conditions are a part, include a notice of the vendor certification requirements described in section (c) and (d) of the Statute. Accordingly, pursuant to the Statute, vendors are notified as follows:

- (a) The terms “gift,” “quasi-public agency,” “state agency,” “large state contract,” “principals and key personnel” and “participated substantially” as used in this section shall have the meanings set forth in the Statute.
- (b) No state agency or quasi-public agency shall execute a large state contract unless the state agency or quasi-public agency obtains the written certifications described in this section. Each such certification shall be sworn as true to the best knowledge and belief of the person signing the certification, subject to the penalties of false statement. These certifications are listed in the RFP on Attachment F.
- (c) The official of the person, firm or corporation awarded the contract, who is authorized to execute the contract, shall certify on such forms as the State shall provide:
 - i. That no gifts were made between the date that the state agency or quasi-public agency began planning the project, services, procurement, lease or licensing arrangement covered by the contract and the date of execution of the contract, by (A) such person, firm, corporation, (B) any principals and key personnel of the person, firm or corporation, who participated substantially in preparing the bid or proposal or the negotiation of the contract, or (C) any agent of such person, firm, corporation or principals and key personnel, who participated substantially in preparing the bid or proposal or the negotiation of the contract, to (i) any public official or state employee of the state agency or quasi-public agency soliciting bids or proposals for the contract, who participated substantially in the preparation of the bid solicitation or request for proposals for the contract or the negotiation or award of the contract, or (ii) any public official or state employee of any other state agency, who has supervisory or appointing authority over such state agency or quasi-public agency;
 - ii. That no such principals and key personnel of the person, firm or corporation, or agent of such person, firm or corporation or principals and key personnel, knows of any action by the person, firm or corporation to circumvent such prohibition on gifts by providing for any other principals and key personnel, official, employee or agent of the person, firm or corporation to provide a gift to any such public official or state employee; and
 - iii. That the person, firm or corporation made the bid or proposal without fraud or collusion with any person.
- (d) Any bidder or proposer that does not make the certifications required under subsection (c) of this section shall be disqualified and the state agency or quasi-public agency shall award the

contract to the next highest ranked proposer or the next lowest responsible qualified bidder or seek new bids or proposals.

(e) The date that the state agency or quasi-public agency began planning the project, services procurement, lease or licensing arrangement to be covered by the contract is October 5, 2008.

5.2 Formation of a Contract

Upon acceptance of the proposal, JCLM will initiate the contract process.

5.2.1 Contract Creation

This section serves as a notification to contractor that:

(i) the state's acceptance of the proposer offer to furnish the services required in this RFP shall result in a contract between the contractor and the state which shall bind the contractor on his part to furnish and deliver said services at the prices specified in said proposal, except as modified through negotiations between the state and the contractor, and the state on its part to order from the contractor, except for causes beyond reasonable control, and subject to the availability of appropriated funds, and to pay for at the contract prices, the services provided for in this RFP; and

(ii) all the provisions of this RFP shall be included in the terms and conditions of said contract, except to the extent provided otherwise in an agreement executed by the state and the contractor subsequent to the receipt of said proposal by the state.

5.2.2 Contract Execution

The contractor shall execute a formal contract with the State of Connecticut for the complete performance specified therein. This contract is considered executed once the contract is signed by the contractor and the State.

5.2.3 Term of Contract

The term of the contract shall begin upon contract execution and expire upon completion of the work contemplated in this document.

5.2.4 Modification

No alterations or variations of the terms of contract shall be valid or binding upon the state unless made in writing and signed by the state.

5.2.5 Transfer

It is mutually understood and agreed that the contractor shall not assign, transfer, convey, sublet, or otherwise dispose of his contract or his right, title or interest therein, or his power to execute such

contract, to any other person, firm or corporation, without the previous written consent of the state. Any subcontracting work done in regards to this contract must be agreed to in writing by the state before the contractor begins any work.

5.2.6 Governing Law:

This RFP and any contract awarded pursuant thereto shall be governed by the laws of the State of Connecticut with or without reference to principles of conflicts of laws. The parties agree to adjudication by, and hereby waive any objection to the jurisdiction of, such state and federal courts as are situated in Hartford, Connecticut.

Notwithstanding any provision or language in this contract to the contrary, the state may terminate this contract whenever it determines that such determination is in the best interests of the state. Any such termination shall be effected by delivery to the contractor of a written notice of termination. The notice of termination shall be sent by registered mail to the contractor's address furnished to the state for purposes of correspondence or by hand delivery. Upon receipt of such notice, the contractor shall both immediately discontinue all services affected (unless the notice directs otherwise) and deliver to the state all data, drawings, specifications, reports, estimates, summaries, and such other information and materials as may have been accumulated by the contractor in performing his duties under this contract, whether completed or in progress. All such documents, information, and materials shall become the property of the state. In the event of such termination, the contractor shall be entitled to reasonable compensation as determined by the state, however, no compensation for lost profits shall be allowed.

5.3 Contract Breach

5.3.1 Failure to Perform

Failure of the contractor to deliver commodities or services as provided for herein or failure to make replacements of rejected commodities when so requested, immediately or as directed by the state, will constitute authority for the state to purchase in the open market to replace the commodities or services rejected or not delivered. The state reserves the right to authorize immediate purchases in the open market against rejections on any contract when necessary. The contractor agrees promptly to reimburse the state for excess costs occasioned by such purchases. However, should public necessity demand it, the state reserves the right to use or consume commodities delivered which are substandard in quality, subject to an adjustment in price to be determined by the state.

5.3.2 Rejection

Any services rendered by the contractor hereunder which fail in any way to meet the terms of the contract are subject to rejection or payment on an adjusted price basis. The decision of the state shall be final.

5.3.3 Cancellation

The state reserves the right to cancel this contract within five days notice due to unsatisfactory performance. In the event that this is done, the contractor will be paid for all the work performed or commodities provided up to the time of cancellation.

5.4 Accounting Records

The contractor, when under contract, shall maintain adequate accounting records in accordance with all applicable state regulations in connection with this project and such records shall be made available for inspection by the state or other persons designated by the state. The contractor shall make such accounts and records accessible to authorized state officials for the purpose of audit and examination. All records must be maintained for a minimum of three years after completion of the contract.

5.5 Work Product

All materials developed in conjunction with the contract shall become the property of the state at no additional cost.

No report or document produced in whole or in part in connection with the contract shall be the subject of an application for copyright by or on behalf of the contractor.

The contractor, when under contract, shall not use the name of the state for advertising or promotional purposes without prior permission in writing. The contractor is allowed to use name of the state as a reference.

5.6 Renewal of Contract

The state reserves the right to renew this contract under the conditions set forth in Section 2-71u of the Connecticut General Statutes.

5.7 Contractor Guarantees

- (a) The contractor hereby agrees and guarantees to perform any contract awarded in accordance with the specifications, terms and conditions contained in this RFP.
- (b) The contractor shall indemnify, defend and hold harmless the state and its officers, representatives, agents, servants, employees, successors and assigns from and against any and all (1) claims arising, directly or indirectly, in connection with the contract, including the acts of commission or omission (collectively, the "Acts") of the contractor or contractor parties; and (2) liabilities, damages, losses, costs and expenses, including but not limited to, attorneys' and other professionals' fees, arising, directly or indirectly, in connection with claims, acts or the contract. The contractor shall use counsel reasonably acceptable to the state in carrying out its obligations under this section. The contractor's obligations under this section to indemnify, defend and hold harmless against claims includes claims concerning confidentiality of any part of or all of the bid or any records, any

intellectual property rights, other proprietary rights of any person or entity, copyrighted or uncopyrighted compositions, secret processes, patented or unpatented inventions, articles or appliances furnished or used in the performance of the contract.

- (c) The contractor shall reimburse the state for any and all damages to the real or personal property of the state caused by the acts of the contractor or any contractor parties. The state shall give the contractor reasonable notice of any such claims.
- (d) The contractor's duties under this section shall remain fully in effect and binding in accordance with the terms and conditions of the contract, without being lessened or compromised in any way, even where the contractor is alleged or is found to have merely contributed in part to the acts giving rise to the claims and/or where the state is alleged or is found to have contributed to the acts giving rise to the claims.
- (e) The contractor shall carry and maintain at all times during the term of the contract, and during the time that any provisions survive the term of the contract, sufficient commercial general liability insurance to satisfy its obligations under this contract. The contractor shall name the State as an additional insured on the policy and shall provide a certificate of insurance or a copy of the policy to the State prior to the effective date of the contract. The contractor shall not begin performance until the delivery of the policy to the CGA.
- (f) The rights provided in this section for the benefit of the state shall encompass the recovery of attorneys' and other professionals' fees expended in pursuing a claim against a third party.
- (g) This section shall survive the termination, cancellation or expiration of the contract, and shall not be limited by reason of any insurance coverage.

5.8 Freedom of Information

5.8.1 Freedom of Information Act

Due regard will be given to the protection of proprietary information contained in all proposals received; however, contractors should be aware that all materials associated with this procurement are subject to the terms of the Freedom of Information Act, the Privacy Act and all rules, regulations and interpretations resulting therefrom.

5.8.2 Proprietary Information

It will not be sufficient for a contractor to merely state generally that the proposal is proprietary in nature and not therefore subject to release to third parties. Those particular pages or sections which a contractor believes to be proprietary must be specifically identified as such. Convincing explanation and rationale sufficient to justify each exception from release consistent with Section 1-210 of the Connecticut General Statutes must accompany the proposal. The rationale and explanation must be stated in terms of the prospective harm to the competitive position of the contractor that would result if the identified material were to be released and the reasons why the materials are legally exempt from release pursuant to the above-cited statute.

5.8.3 Administrative Authority

Between the contractor and the state, the final administrative authority to release or exempt any or all material so identified rests with the state.

5.9 Human Rights and Opportunities

5.9.1 Required Compliance with Human Rights and Opportunities Regulations

Any contractor must agree to comply with the statutes referred to in this section as they exist on the date of the contract that results from this proposal and as they may be adopted or amended from time to time during the term of the contract and any amendments thereto.

Incorporated by reference into this contract are applicable provisions of the Connecticut General Statutes including but not limited to Sections 4a-60, 4a-60a, 46a-71(d), 46a-81i(d).

5.9.2 Nondiscrimination and Affirmative Action Provisions in contracts of the state and political subdivisions other than municipalities. (Conn. Gen. Stat. 4a-60)

(a) Every contract to which the state or any political subdivision of the state other than a municipality is a party shall contain the following provisions:

(1) The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation or physical disability, including, but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or of the state of Connecticut. The contractor further agrees to take affirmative action to insure that applicants with job-related qualifications are employed and that employees are treated when employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation, or physical disability, including, but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved;

(2) The contractor agrees, in all solicitations or advertisements for employees placed by or on behalf of the contractor, to state that it is an "affirmative action-equal opportunity employer" in accordance with regulations adopted by the commission;

(3) The contractor agrees to provide each labor union or representative of workers with which such contractor has a collective bargaining agreement or other contract or understanding and each vendor with which such contractor has a contract or understanding, a notice to be provided by the commission advising the labor union or workers' representative of the contractor's commitments under this section, and to post copies of the notice in conspicuous places available to employees and applicants for employment;

(4) The contractor agrees to comply with each provision of this section and sections 46a-68e and 46a-68f and with each regulation or relevant order issued by said commission pursuant to sections 46a-56, 46a-68e and 46a-68f;

(5) The contractor agrees to provide the Commission on Human Rights and Opportunities with such information requested by the commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the contractor as relate to the provisions of this section and section 46a-56. If the contract is a public works contract, the contractor agrees and warrants that he will make good faith efforts to employ minority business enterprises as contractor and suppliers of materials on such public works project.

(b) For the purposes of this section, "minority business enterprise" means any small contractor or supplier of materials fifty-one per cent or more of the capital stock, if any, or assets of which is owned by a person or persons:

(1) Who are active in the daily affairs of the enterprise,

(2) Who have the power to direct the management and policies of the enterprise and

(3) Who are members of a minority, as such term is defined in subsection (a) of section 32-9n; and "good faith" means that degree of diligence which a reasonable person would exercise in the performance of legal duties and obligations. "Good faith efforts" shall include, but not be limited to, those reasonable initial efforts necessary to comply with statutory or regulatory requirements and additional or substituted efforts when it is determined that such initial efforts will not be sufficient to comply with such requirements.

(c) Determination of the contractor's good faith efforts shall include but shall not be limited to the following factors: The contractor's employment and subcontracting policies, patterns and practices; affirmative advertising, recruitment and training; technical assistance activities and such other reasonable activities or efforts as the commission may prescribe that are designed to ensure the participation of minority business enterprises in public works projects.

(d) The contractor shall develop and maintain adequate documentation, in a manner prescribed by the commission, of its good faith efforts.

(e) The contractor shall include the provisions of subsection (a) of this section in every subcontract or purchase order entered into in order to fulfill any obligation of a contract with the state and such provisions shall be binding on a subcontractor, vendor or manufacturer unless exempted by regulations or orders of the commission. The contractor shall take such action with respect to any such subcontract or purchase order as the commission may direct as a means of enforcing such provisions including sanctions for noncompliance in accordance with section 46a-56; provided, if such contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the commission, the contractor may request the State of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the state and the state may so enter.

5.9.3 Contracts of the state and political subdivisions, other than municipalities, to contain provisions re nondiscrimination on the basis of sexual orientation. (Conn. Gen. Stat. 4a-60a)

(a) Every contract to which the state or any political subdivision of the state other than a municipality is a party shall contain the following provisions:

(1) The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or of the state of Connecticut, and that employees are treated when employed without regard to their sexual orientation;

(2) The contractor agrees to provide each labor union or representative of workers with which such contractor has a collective bargaining agreement or other contract or understanding and each vendor with which such contractor has a contract or understanding, a notice to be provided by the Commission on Human Rights and Opportunities advising the labor union or workers' representative of the contractor's commitments under this section, and to post copies of the notice in conspicuous places available to employees and applicants for employment;

(3) The contractor agrees to comply with each provision of this section and with each regulation or relevant order issued by said commission pursuant to section 46a-56;

(4) The contractor agrees to provide the Commission on Human Rights and Opportunities with such information requested by the commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the Contractor which relate to the provisions of this section and section 46a-56.

(b) The contractor shall include the provisions of subsection (a) of this section in every subcontract or purchase order entered into in order to fulfill any obligation of a contract with the state and such provisions shall be binding on a subcontractor, vendor or manufacturer unless exempted by regulations or orders of the commission. The contractor shall take such action with respect to any such subcontract or purchase order as the commission may direct as a means of enforcing such provisions including sanctions for noncompliance in accordance with section 46a-56; provided, if such contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the commission, the contractor may request the state of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the state and the state may so enter.

5.9.4 Discriminatory Practices by State Agencies (Conn. Gen. Stat. 46a-71(d))

Every state contract or subcontract for construction on public buildings or for other public works or for goods and services shall conform to the intent of section 4a-60 and 4a-60a.

5.9.5 Sexual orientation discrimination: Services of state agencies.(Conn. Gen. Stat. 46a-81i(d))

Every state contract or subcontract for construction on public buildings or for other public work or for goods and services shall conform to the intent of section 4a-60a.

5.9.6 Enforcement (Conn. Gen. Stat. 46a- 56(a))

(a) The commission shall:

- (1) Investigate the possibilities of affording equal opportunity of profitable employment to all persons, with particular reference to job training and placement;
- (2) Compile facts concerning discrimination in employment, violations of civil liberties and other related matters;
- (3) Investigate and proceed in all cases of discriminatory practices as provided in this chapter and noncompliance with the provisions of Sections 4a-60, 4a-60a and 46a-68c to 46a-68f, inclusive, of the Connecticut General Statutes;
- (4) From time to time, but not less than once a year, report to the Governor as provided in Section 4a-60 of the Connecticut General Statutes, making recommendations for the removal of such injustices as it may find to exist and such other recommendations as it deems advisable and describing the investigations, proceedings and hearings it has conducted and their outcome, the decisions it has rendered and the other work it has performed;
- (5) Monitor state contracts to determine whether they are in compliance with Sections 4a-60 and 4a-60a of the Connecticut General Statutes and all other provisions of the general statutes which prohibit discrimination; and
- (6) Compile data concerning state contracts with female and minority business enterprises and submit a report annually to the General Assembly concerning the employment of such business enterprises as contractor and subcontractor.

(b) The commission may, when it is deemed in the best interests of the state, exempt a contractor from the requirements of complying with any or all of the provisions of Section 4a-60, 4a-60a, 46a-68c, 46a-68d or 46a-68e of the Connecticut General Statutes in any specific contract. Exemptions under the provisions of this section may include, but not be limited to, the following instances: (1) If the work is to be or has been performed outside the state and no recruitment of workers within the limits of the state is involved; (2) those involving less than specified amounts of money or specified numbers of workers; (3) to the extent that they involve subcontracts below a specified tier. The commission may also exempt facilities of a contractor which are in all respects separate and distinct from activities of the contractor related to the performance of the contract, provided such an exemption shall not interfere with

or impede the effectuation of the purposes of this section and Sections 4a-60, 4a-60a, 4a-60g, 4a-62 and 46a-68b to 46a-68k, inclusive, of the Connecticut General Statutes.

- (c) If the commission determines through its complaint procedure that a contractor or subcontractor is not complying with anti-discrimination statutes or contract provisions required under Sections 4a-60, 4a-60a, 46a-68c, 46a-68d, 46a-68e or 46a-68f of the Connecticut General Statutes, (A) the state shall retain two per cent of the total contract price per month on any existing contract with such contractor and (B) the contractor shall be prohibited from participation in any further contracts with state agencies until: (i) the expiration of a period of two years from the date of the finding of noncompliance or (ii) the commission determines that the contractor has adopted policies consistent with such statutes. The commission shall make such a determination as to whether the contractor has adopted such policies within forty-five days of its determination of noncompliance. In addition, the commission may do one or more of the following: (1) publish or cause to be published, the names of contractor or unions which it has found to be in noncompliance with such provisions; (2) notify the Attorney General that, in cases in which there is substantial or material violation or the threat of substantial or material violation of the contractual provisions set forth in Sections 4a-60 or 4a-60a of the Connecticut General Statutes, appropriate proceedings should be brought to enforce those provisions, including the enjoining, within the limitations of applicable law, of organizations, individuals or groups who prevent directly or indirectly, or seek to prevent directly or indirectly, compliance with the provisions of said Sections 4a-60 or 4a-60a of the Connecticut General Statutes; (3) recommend to the Equal Employment Opportunity Commission or the Department of Justice that appropriate proceedings be instituted under Title VII of the Civil Rights Act of 1964, when necessary; (4) recommend to the appropriate prosecuting authority that criminal proceedings be brought for the furnishing of false information to any contracting agency or to the commission as the case may be; (5) order the contracting agency to refrain from entering into further contracts, or extension or other modifications of existing contracts, with any noncomplying contractor, until such contractor has satisfied the commission that such contractor has established and will carry out personnel and employment policies in compliance with antidiscrimination statutes and provisions of Sections 4a-60, 4a-60a and 46a-68c to 46a-68f, inclusive, of the Connecticut General Statutes. The commission shall adopt regulations in accordance with Chapter 54 of the Connecticut General Statutes to implement the provisions of this section.
- (d) If the commission determines through its complaint procedure and after a hearing held in accordance with Chapter 54 of the Connecticut General Statutes that, with respect to a state contract, a contractor, subcontractor or supplier of materials has (1) fraudulently qualified as a minority business enterprise or (2) performed services or supplied materials on behalf of another contractor, subcontractor or supplier of materials knowing (A) that such other contractor, subcontractor or supplier has fraudulently qualified as a minority business enterprise in order to comply with antidiscrimination statutes or contract provisions required under Section 4a-60 or 4a-60a of the Connecticut General Statutes, and (B) that such services or materials are to be used in connection with a contract entered into pursuant to Section 4a-60g(b) of the Connecticut General Statutes it shall assess a civil penalty of not more than ten thousand dollars upon such contractor, subcontractor or supplier of materials. The Attorney General, upon complaint of the commission, shall institute a civil action in the superior court

for the judicial district of Hartford to recover such penalty. Any penalties recovered shall be deposited in a special fund and shall be held by the Treasurer separate and apart from all other moneys, funds and accounts. The resources in such fund shall, pursuant to regulations adopted by the commission in accordance with the provisions of Chapter 54 of the Connecticut General Statutes, be used to assist minority business enterprises. As used in this section, "minority business enterprise" means any contractor, subcontractor or supplier of materials fifty-one per cent or more of the capital stock, if any, or assets of which is owned by a person or persons: (1) Who are active in the daily affairs of the enterprise; (2) who have the power to direct the management and policies of the enterprise; and (3) who are members of a minority, as such term is defined in Section 32-9n(a) of the Connecticut General Statutes.

5.9.7 Contractor required to file compliance reports (Conn. Gen. Stat. 46a-68e)

Each contractor shall file, and shall cause each of his contractor to file, with the commission such compliance reports at such times as the commission may direct. Compliance reports shall contain such information as to the practices, policies, programs and employment policies, employment programs, and employment statistics of the contractor and each subcontractor and be in such form as the commission may prescribe.

5.9.8 Compliance reports to include labor union practices: (Conn. Gen. Stat. 46a-68f)

Whenever the contractor has a collective bargaining agreement or other contract or understanding with a labor union or an agency referring workers or providing or supervising apprenticeship or training for such workers, the compliance report shall include information pertaining to such labor union's or agency's practices and policies affecting compliance, as the commission may prescribe; provided, to the extent such information is within the exclusive possession of a labor union or an agency referring workers or providing or supervising apprenticeship or training and such labor union or agency refuses to furnish information to the contractor, the contractor shall so certify to the commission as part of its compliance report and shall set forth what efforts have been made to obtain such information.

5.9.9 Labor Reporting:

The contractor also agrees to make available to the State Department of Labor a listing of all available employment openings for the purpose of carrying out the terms of the contract.

5.10 Executive Orders

This contract is subject to the provisions of Executive Order No. Three of Governor Thomas J. Meskill, promulgated June 16, 1971, concerning labor employment practices, Executive Order No. Seventeen of Governor Thomas J. Meskill, promulgated February 15, 1973, concerning the listing of employment openings and Executive Order No. Sixteen of Governor John G. Rowland promulgated August 4, 1999, concerning violence in the workplace, all of which are incorporated into and are made a part of this agreement as if they had been fully set forth in it. Proposers may receive copies of these documents upon request.

PART 6 PROCUREMENT SCHEDULE

6.1 Issue the RFP

The RFP will be issued by May 15, 2009.

6.2 Meeting and Walk-Through

A non-mandatory meeting and walk-through for responders will be held on June 8, 2009 in Public Hearing Room 1C at the Legislative Office Building from 1:30 through 3:00 pm.

6.3 Deadline for Questions

All questions must be submitted in writing by June, 10, 2009 These submissions must be addressed to the attention of Tina Nadeau Mohr at the Office of Legislative Management; Legislative Office Building; Room 5100, Hartford, CT 06106-1591; tina.mohr@cga.ct.gov

6.4 Amendments to Request for Proposal

All amendments to the RFP and response to written questions will be published no later than 5:00 pm on June 16, 2009.

6.5 Proposal Delivery

All sealed proposals must be delivered by July 9, 2009 by 12:00 pm (noon) to the Joint Committee on Legislative Management in Room 5100 at the Legislative Office Building, Hartford, Connecticut

6.6 Presentations

Those responders submitting proposals may be contacted for a time to make presentations to provide an overview of their written proposal, answer questions and/or provide clarifications.

6.7 Contract Award and Process

The successful responder will be notified they are the preferred candidate once approved by legislative leaders.

PART 7 RESERVED RIGHTS

7.1 Rights

7.1.1 Amendment or withdrawal of proposal

The state reserves the right to amend and/or cancel this RFP at any time prior to the proposal opening, and to correct any award erroneously made as a result of clerical error on the part of the state.

7.1.2 Refusal of Proposal

The state reserves the right to refuse any and all proposals hereunder. The state may refuse any proposal that does not meet the entire RFP.

7.1.3 Public Inspection

All proposals are subject to public inspection upon award.

7.1.4 Advertising

No logos, advertising or proprietary information are allowed on products installed at the State Capitol Facilities.

7.2 Disqualification for submitting Proposals

7.2.1 Disqualification from submitting proposals for contracts. Suspension (Conn. Gen. Stat. 2-71r)

(a) The Joint Committee on Legislative Management may disqualify any person, firm or corporation, for up to two years, from submitting a proposal for, applying for, or participating as a subcontractor under contracts with the legislative department, pursuant to Section 2-71p of the Connecticut General Statutes, for contractual services required by the legislative department, for one or more causes set forth under subsection (c) of this section. The committee shall provide notice and an opportunity to be heard to the person, firm or corporation which is the subject of the proceeding. The committee shall issue a written decision within ninety days of the last date of such hearing and state in the decision the reasons for the action taken and, if the person, firm or corporation is being disqualified, the period of such disqualification. The committee shall send the decision to such person, firm or corporation by certified mail, return receipt requested. The written decision shall be a final decision for the purposes of sections 4-180 and 4-183 of the Connecticut General Statutes.

(b) Before initiating such a proceeding or during the proceeding, the committee may suspend the person, firm or corporation from being considered for the awarding of such a contract for such contractual services, if the committee determines that there is probable cause for disqualification under section 7.2.1. No such suspension shall exceed three months. The committee may suspend such a person, firm or corporation only by issuing a written decision setting forth the reasons for, and the period of, the suspension. The committee shall send the decision to such person, firm or corporation by certified mail, return receipt requested.

(c) Cause for disqualification or suspension from submitting proposals shall include the following:

- (1) Conviction or entry of a plea of guilty for commission of a criminal offense as an incident to obtaining or attempting to obtain a public or private contract or subcontract, or in the performance of such contract or subcontract;
- (2) Conviction or entry of a plea of guilty under state or federal law for embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property or any other offense indicating a lack of business integrity or business honesty which affects responsibility as a state contractor(s);
- (3) Conviction or entry of a plea of guilty under state or federal antitrust, collusion or conspiracy statutes arising out of the submission of bids or proposals;
- (4) Noncompliance with contract provisions, of a character regarded by the committee to be of such gravity as to indicate a lack of responsibility to perform as a state contractor(s), including deliberate failure, without good cause, to perform in accordance with specifications or time limits provided in a contract;
- (5) Recent record of failure to perform or of unsatisfactory performance in accordance with the terms of one or more contracts, unless such failure to perform or unsatisfactory performance was caused by acts beyond the control of the contractor(s) or supplier; or
- (6) Any other cause the committee determines to be so serious or compelling as to affect responsibility as a state contractor(s), including disqualification by another governmental entity, having caused financial loss to the state or having caused a serious delay or inability of state officials to carry out their duties on a past contract or contracts.

7.2.2 Reduction of Disqualification Period

The committee may reduce the period or extent of disqualification, upon the contractor(s)'s request, supported by documentation, for the following reasons:

- (a) Newly discovered material evidence
- (b) Reversal of the conviction upon which the disqualification was based;
- (c) Bona fide change in ownership or management;
- (d) Elimination of other causes for which the disqualification was imposed; or
- (e) Other reasons the committee deems appropriate.

7.2.3 Disqualification Exception

The committee may grant an exception permitting a disqualified contractor(s) to participate in a particular contract or subcontract upon a written determination by the committee that there is good cause, in the interest of the public, for such action.



EVALUATION FORM ATTACHMENT A

CTN Broadcast Equipment and Installation
JCLM10REG0005

The Connecticut General Assembly
Joint Committee on Legislative Management
Legislative Office Building – Room 5100
Hartford, CT 06106
(860) 240 – 0100 FAX: (860) 240 - 0122

Evaluation Contact:

Name of Responder:

Date:

	Outstanding	Very Good	Fair	Poor
1. Overall Approach				
2. Responders understanding of the requirements				
3. Clarity of Submission				
4. Professional experience and references of the responder				
5. Professional experience and references of the personnel				
6. Quality of list of references from current clients for whom similar services have been provided.				
7. Appropriateness of the proposed fee structure				



**CORPORATE RESOLUTION AND
PROOF OF AUTHORIZATION
FORM**

ATTACHMENT B

CTN Broadcast Equipment and
Installation
JCLM10REG0005

The Connecticut General Assembly
Joint Committee on Legislative
Management
Legislative Office Building : Rm 5100
Hartford, CT 06106
(860) 240 – 0100
FAX: (860) 240 – 0122

The proposer has the option of submitting either a corporate resolution **OR** proof of authorization similar to those below. The proposer is not required to use the wording below, but must ensure that all the information below is included with the document meant to satisfy this requirement.

SAMPLE CORPORATE RESOLUTION

CERTIFICATION OF AUTHORITY

(DATE)

At a meeting of the Directors of (insert company name) duly called and held at (insert location of meeting) *(location of meeting)* on _____ *(day of meeting)* day of _____ *(date of meeting)*, at which a quorum was present and acting, it was VOTED that

_____ *(name of authorized signer)*, the
_____ *(title of authorized signer)* of the Corporation is hereby authorized and empowered to make, enter into, sign, seal and deliver in behalf of this Corporation a contract for _____ *(description of project or services)* with the Connecticut General Assembly, Joint Committee on Legislative Management in connection with said contract.

I do hereby certify that the above is a true and correct copy of the record, that said vote has not been amended or repealed and is in full force and effect as of this date and that

_____ *(name of authorized signer)*, is duly elected
_____ *(title of authorized signer)* of this Corporation.

Attest:

(Affix Corporate Seal Here)

Date: *(Date of meeting)*

(Signature of Clerk) _____

(Printed Name of Clerk)

Clerk

SAMPLE PROOF OF AUTHORIZATION**PROOF OF AUTHORIZATION***(LOCATION)**(DATE)*

On this _____ *(day of authorization)* day of _____ *(date of authorization)*,
before me personally came _____ *(name of authorized*
signer), to me known, who being by me duly sworn, did state he resides in
_____ *(state of residence)*; that he is the _____
(title of authorized signer) of _____ *(company name)*; and
that he has authorization to submit this proposal and enter into a contract for
_____ *(description of services or project)* .

Attest:

*(Affix Corporate Seal Here)*Date: *(Date of notary signature)**(Signature of Notary)**(Printed Name of Notary)*Notary Public, *(State of Commission)*Commission Expires: *(Date commission expires)*



CERTIFICATION FORM

ATTACHMENT C

CTN Broadcast Equipment and
Installation
JCLM10REG0005

The Connecticut General Assembly
Joint Committee on Legislative
Management
Legislative Office Building : Rm 5100
Hartford, CT 06106
(860) 240 – 0100
FAX: (860) 240 – 0122

IN WITNESS WHEREOF, the undersigned, accepting the conditions set forth herein, hereby agrees in strict accordance therewith, to furnish these services and/or commodities to the General Assembly as listed in the Request for Proposal in accordance with the following guidelines:

Independent Price Determinations and Offer of Gratuities:

1. The costs proposed have been arrived at independently, without consultation, communication, or agreement for the purpose of restricting competition, as to any matter relating to such process with any other organization or with any competitor;
2. Unless otherwise required by law, the costs quoted have not been knowingly disclosed by the Proposer on a prior basis directly or indirectly to any other organization or to any competitor;
3. No attempt has been made or will be made by the Proposer to induce any other person or firm to submit or not to submit a Proposal for the purpose of restricting competition;
4. The Proposer has no knowledge of the specific Proposal contents prior to actual receipt of the Proposal;
5. The Proposer certifies that no elected or appointed official or employee of the State of Connecticut has or will benefit financially or materially from this procurement. Any contract arising from this procurement may be terminated by the State if it is determined that gratuities in excess of those allowed under Chapter 10 of the Connecticut General Statutes (Code of Ethics for Public Officials) were either offered to or received by any of the aforementioned officials or employees from the Contractor's agent or the Contractor's employee(s).

The Proposer agrees to furnish these services and/or commodities to the Connecticut General Assembly as listed in the Request for Proposal at the prices indicated on Attachment E.

SIGNED AND DATED this _____ day of _____

Company: _____

Address: _____

Signature: _____ Date: _____

Name (Printed): _____

Title: _____

Telephone No: _____ Fax No: _____

Federal Employer Identification No: _____



PRICING PAGE

ATTACHMENT D

CTN Broadcast Equipment and
Installation
JCLM10REG0005

The Connecticut General Assembly
Joint Committee on Legislative
Management
Legislative Office Building : Rm 5100
Hartford, CT 06106
(860) 240 – 0100
FAX: (860) 240 – 0122

-
- | | | |
|----|--|----------|
| 1. | Engineering Fees | \$ _____ |
| 2. | Equipment Cost including installation
(Total from Schedule A) | \$ _____ |
| 3. | Complete Integration of equipment | \$ _____ |

Standard payment terms are net 45 days. Please indicate any early payment discount terms that would be applicable to this project: _____ % Discount,
_____ Days.

The undersigned, accepting the conditions set forth herein, hereby agrees in strict accordance therewith to furnish these services and/or commodities to the General Assembly as listed in the Request for Proposal at the prices proposed therein.

Company: _____

Address: _____

Signature: _____

Name (Printed): _____ Title: _____

Federal Employer Identification Number: _____

Telephone Number: _____ Fax Number: _____

Email Address: _____

Date: _____



GIFT AND CAMPAIGN CERTIFICATION

ATTACHMENT E

CTN Broadcast Equipment and
Installation

JCLM10REG0005

The Connecticut General Assembly
Joint Committee on Legislative
Management
Legislative Office Building : Rm 5100
Hartford, CT 06106
(860) 240 – 0100
FAX: (860) 240 – 0122

Certification to accompany a State contract with a value of \$50,000 or more in a calendar year or fiscal year, pursuant to Connecticut General Statutes 4-250, 4-252, 9-612 and as amended by Public Act 07-1.

INSTRUCTIONS:

Complete all sections of the form. Attach additional copies of this certification, if necessary, to provide full disclosure about any gifts made to any public official or employee of the awarding State agency. Sign and date form in the presence of a Commissioner of the Superior Court or Notary Public. Submit completed form to the awarding State agency at the time of contract execution.

CHECK ONE:

- ☐ Initial gift and campaign contribution certification.
☐ Annual update of initial gift and campaign contribution certification. (Multi-year contracts only.)

CERTIFICATION: [Number of Certifications Sworn and Subscribed On This Day: _____]

I, the undersigned, am the official authorized to execute the attached contract on behalf of the contractor (named below). I hereby certify that no **gifts** were made, as defined and described in C.G.S. §§ 4-250(1) and 4-252(c)(1), between the date (indicated below) that the awarding State agency began planning the project, services, procurement, lease or licensing arrangement covered by this contract and the execution date of this contract, **except for the gift(s) listed below:**

<u>Date of Gift</u>	<u>Name of Gift Giver</u>	<u>Name of Recipient</u>	<u>Value Gift Description</u>
---------------------	---------------------------	--------------------------	-------------------------------

I further certify that neither I, nor any principals or key personnel of the contractor, nor any principals or key personnel of the agents of such contractor, know of any action by such contractor to circumvent the above prohibition on **gifts** by providing for any other principals, key personnel, officials, employees or agents of such contractor to provide a gift to any public official or employee, as described in C.G.S. § 4-250(c). I further certify that, on or after December 31, 2006, neither I, nor any principals or key personnel of the contractor, nor any principals or key personnel of the agents of such contractor, made a contribution to, or solicited a contribution on behalf of, any **campaigns** of candidates for statewide public office or the General Assembly. I further certify that the contractor made the bid or proposal without fraud or collusion with any person.

Sworn as true to the best of my knowledge and belief, subject to the penalties of false statement.

Printed Contractor Name

Signature of Authorized Official

Date

Federal Employer ID Number (FEIN) or
Social Security Number (SSN)

Printed Name of Authorized Official

Awarding State Agency

October 5, 2008

Start Date of Agency Planning

Contract Execution Date

Sworn and subscribed before me on this _____ day of _____, 200__.

Commissioner of the Superior Court or Notary Public



**NONDISCRIMINATION
CERTIFICATION**

ATTACHMENT F

CTN Broadcast Equipment and
Installation
JCLM10REG0005

The Connecticut General Assembly
Joint Committee on Legislative Management
300 Capitol Avenue
Legislative Office Building – Room 5100
Hartford, CT 06106
(860) 240 – 0100 FAX: (860) 240 - 0122

*(To be completed by **corporate or other business entity** regarding support of nondiscrimination against persons on account of their race, color, religious creed, age, marital or civil union status, national origin, ancestry, sex, mental retardation, physical disability or sexual orientation.)*

I _____ (signer's name), _____ (signer's title)
of _____ (name of entity), an entity lawfully organized and existing under the laws
of _____ (name of state or common-wealth), do hereby certify that the
following is a true and correct copy of a resolution adopted on the _____ day of _____, 20__ by
the governing body of _____ (name of entity), in accordance with all of its
documents of governance and management and the laws of _____ (name of state or
commonwealth), and further certify that such resolution has not been modified, rescinded or revoked, and is, at
present, in full force and effect.

RESOLVED: That _____ (name of entity) hereby adopts as its policy to
support the nondiscrimination agreements and warranties required under Connecticut General Statutes § 4a-
60(a)(1) and § 4a-60a(a)(1), as amended in State of Connecticut Public Act 07-245 and sections 9(a)(1) and
10(a)(1) of Public Act 07-142.

IN WITNESS WHEREOF, the undersigned has executed this certificate this _____ day of _____,
20__.

By : _____
Print Name:

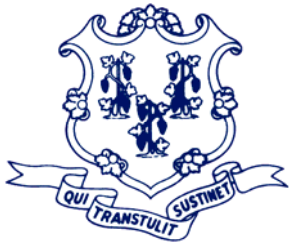
Title: _____

*(To be completed by **individual contractor** regarding support of nondiscrimination against persons on account of their race, color, religious creed, age, marital or civil union status, national origin, ancestry, sex, mental retardation, physical disability or sexual orientation.)*

I _____ (signer's name) of _____ (business address) am entering into a contract (or an extension or other modification of an existing contract) with the State of Connecticut (the "State") in my individual capacity for _____ (If available, insert "Contract No. ____"; otherwise generally describe goods or services to be provided). In order to induce the State to consummate said contract, I hereby certify that I support the nondiscrimination agreements and warranties required under Connecticut General Statutes Sections 4a-60(a)(1) and 4a-60a(a)(1), as amended in State of Connecticut Public Act 07-245 and sections 9(a)(1) and 10(a)(1) of Public Act 07-142.

IN WITNESS WHEREOF, the undersigned has executed this certificate this _____ day of _____, 20____.

Print Name:



INSURANCE REQUIREMENTS

ATTACHMENT G

CTN Broadcast Equipment and
Installation
JCLM10REG0005

The Connecticut General Assembly
Joint Committee on Legislative
Management
Legislative Office Building : Rm 5100
Hartford, CT 06106
(860) 240 – 0100
FAX: (860) 240 – 0122

1. The successful proposer shall carry in force for the duration of this agreement the following insurance:

Insurance Requirements

- A. Commercial General Liability: \$1,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage. Coverage shall include Premises and Operations, Independent Contractors, Products and Completed Operations, Contractual Liability and Broad Form Property Damage coverage. If a general aggregate is used, the general aggregate limit shall apply separately to the project or the general aggregate limit shall be twice the occurrence limit. The State of Connecticut/CT General Assembly, its officers, officials, employees, agents, boards and commissions shall be named as Additional Insured
- B. Automobile Liability: \$1,000,000 combined single limit per accident for bodily injury. Coverage extends to owned, hired and non-owned automobiles. If the contractor does not own an automobile, but one is used in the execution of the contract, then only hired and non-owned coverage is required. If a vehicle is not used in the execution of the contract then automobile coverage is not required.
- C. Workers' Compensation and Employers Liability: Statutory coverage in compliance with the Compensation laws of the State of Connecticut. Coverage shall include Employer's Liability with minimum limits of \$100,000 each accident, \$500,000 Disease – Policy limit, \$100,000 each employee.
- D. Professional Liability (if applicable): \$1,000,000 each occurrence.

Insurance Provisions

- A. Contractor shall assume any and all deductibles in the described insurance policies.
 - B. The contractor's insurer shall have no right of recovery or subrogation against the municipality or the State/CT General Assembly and the described insurance shall be primary coverage
 - C. Each required insurance policy shall not be suspended, voided, cancelled or reduced except after 30 days prior written notice by certified mail, has been given to the CT General Assembly.
 - D. "Claims made" coverage is unacceptable, with the exception of Professional Liability.
 - E. Insurance is to be placed with insurers with a current AM Best Rating of no less than A-, VII.
 - F. Contractor shall include all subcontractors as insured under its policies or shall obtain separate certificate of insurance evidencing insurance requirements herein.
 - G. Contractor shall furnish the CT General Assembly with original certificate of insurance prior to commencement of work.
2. The insurance certificate shall indicate that the contractor name, the State/CT General Assembly, as an additional insured and shall defend and save harmless the State/CT General Assembly from actions, suits, or other legal proceedings that may be instituted on such claims or demands. The insurance certificate shall be accompanied by an endorsement indicating that the State/CT General Assembly has been in fact added to the insurance policy as an additional insured.

ATTACHMENT H
COMMISSION ON HUMAN RIGHTS AND OPPORTUNITIES
CONTRACT COMPLIANCE REGULATIONS
NOTIFICATION TO BIDDERS
(Revised 09/17/07)

The contract to be awarded is subject to contract compliance requirements mandated by Sections 4a-60 and 4a-60a of the Connecticut General Statutes; and, when the awarding agency is the State, Sections 46a-71(d) and 46a-81i(d) of the Connecticut General Statutes. There are Contract Compliance Regulations codified at Section 46a-68j-21 through 43 of the Regulations of Connecticut State Agencies, which establish a procedure for awarding all contracts covered by Sections 4a-60 and 46a-71(d) of the Connecticut General Statutes.

According to Section 46a-68j-30(9) of the Contract Compliance Regulations, every agency awarding a contract subject to the contract compliance requirements has an obligation to “aggressively solicit the participation of legitimate minority business enterprises as bidders, contractors, subcontractors and suppliers of materials.” “Minority business enterprise” is defined in Section 4a-60 of the Connecticut General Statutes as a business wherein fifty-one percent or more of the capital stock, or assets belong to a person or persons: “(1) Who are active in daily affairs of the enterprise; (2) who have the power to direct the management and policies of the enterprise; and (3) who are members of a minority, as such term is defined in subsection (a) of Section 32-9n.” “Minority” groups are defined in Section 32-9n of the Connecticut General Statutes as “(1) Black Americans . . . (2) Hispanic Americans . . . (3) persons who have origins in the Iberian Peninsula . . . (4) Women . . . (5) Asian Pacific Americans and Pacific Islanders; (6) American Indians . . .” An individual with a disability is also a minority business enterprise as provided by Section 4a-60g of the Connecticut General Statutes. The above definitions apply to the contract compliance requirements by virtue of Section 46a-68j-21(11) of the Contract Compliance Regulations.

The awarding agency will consider the following factors when reviewing the bidder’s qualifications under the contract compliance requirements:

- (a) the bidder’s success in implementing an affirmative action plan;
- (b) the bidder’s success in developing an apprenticeship program complying with Sections 46a-68-1 to 46a-68-17 of the Administrative Regulations of Connecticut State Agencies, inclusive;
- (c) the bidder’s promise to develop and implement a successful affirmative action plan;
- (d) the bidder’s submission of employment statistics contained in the “Employment Information Form”, indicating that the composition of its workforce is at or near parity when compared to the racial and sexual composition of the workforce in the relevant labor market area; and
- (e) the bidder’s promise to set aside a portion of the contract for legitimate minority business enterprises. See Section 46a-68j-30(10)(E) of the Contract Compliance Regulations.

INSTRUCTIONS AND OTHER INFORMATION

The following BIDDER CONTRACT COMPLIANCE MONITORING REPORT must be completed in full, signed, and submitted with the bid for this contract. The contract awarding agency and the Commission on Human Rights and Opportunities will use the information contained thereon to determine the bidders compliance to Sections 4a-60 and 4a-60a CONN. GEN. STAT., and Sections 46a-68j-23 of the Regulations of Connecticut State Agencies regarding equal employment opportunity, and the bidder’s “good faith efforts to include minority business enterprises as subcontractors and suppliers for the work of the contract.

1) Definition of Small Contractor

Section 4a-60g CONN. GEN. STAT. defines a small contractor as a company that has been doing business under the same management and control and has maintained its principal place of business in Connecticut for a one year period immediately prior to its application for certification under this section, had gross revenues not exceeding ten million dollars in the most recently completed fiscal year, and at least fifty-one percent of the ownership of which is held by a person or persons who are active in the daily affairs of the company, and have the power to direct the management and policies of the company, except that a nonprofit corporation shall be construed to be a small contractor if such nonprofit corporation meets the requirements of subparagraphs (A) and (B) of subdivision 4a-60g CONN. GEN. STAT.

MANAGEMENT: Managers plan, organize, direct, and control the major functions of an organization through subordinates who are at the managerial or supervisory level. They make policy decisions and set objectives for the company or departments. They are not usually directly involved in production or providing services. Examples include top executives, public relations managers, managers of operations specialties (such as financial, human resources, or purchasing managers), and construction and engineering managers.

BUSINESS AND FINANCIAL OPERATIONS: These occupations include managers and professionals who work with the financial aspects of the business. These occupations include accountants and auditors, purchasing agents, management analysts, labor relations specialists, and budget, credit, and financial analysts.

MARKETING AND SALES: Occupations related to the act or process of buying and selling products and/or services such as sales engineer, retail sales workers and sales representatives including wholesale.

LEGAL OCCUPATIONS: In-House Counsel who is charged with providing legal advice and services in regards to legal issues that may arise during the course of standard business practices. This category also includes assistive legal occupations such as paralegals, legal assistants.

COMPUTER SPECIALISTS: Professionals responsible for the computer operations within a company are grouped in this category. Examples of job titles in this category include computer programmers, software engineers, database administrators, computer scientists, systems analysts, and computer support specialists

ARCHITECTURE AND ENGINEERING: Occupations related to architecture, surveying, engineering, and drafting are included in this category. Some of the job titles in this category include electrical and electronic engineers, surveyors, architects, drafters, mechanical engineers, materials engineers, mapping technicians, and civil engineers.

OFFICE AND ADMINISTRATIVE SUPPORT: All clerical-type work is included in this category. These jobs involve the preparing, transcribing, and preserving of written communications and records; collecting accounts; gathering and distributing information; operating office machines and electronic data processing equipment; and distributing mail. Job titles listed in this category include telephone operators, bill and account collectors, customer service representatives, dispatchers, secretaries and administrative assistants, computer operators and clerks (such as payroll, shipping, stock, mail and file).

BUILDING AND GROUNDS CLEANING AND MAINTENANCE: This category includes occupations involving landscaping, housekeeping, and janitorial services. Job titles found in this category include supervisors of landscaping or housekeeping, janitors, maids, grounds maintenance workers, and pest control workers.

CONSTRUCTION AND EXTRACTION: This category includes construction trades and related occupations. Job titles found in this category include boilermakers, masons (all types), carpenters, construction laborers, electricians, plumbers (and related trades), roofers, sheet metal workers, elevator installers, hazardous materials removal workers, paperhangers, and painters. Paving, surfacing, and tamping equipment operators; drywall and ceiling tile installers; and carpet, floor and tile installers and finishers are also included in this category. First line supervisors, foremen, and helpers in these trades are also grouped in this category..

INSTALLATION, MAINTENANCE AND REPAIR: Occupations involving the installation, maintenance, and repair of equipment are included in this group. Examples of job titles found here are heating, ac, and refrigeration mechanics and installers; telecommunication line installers and repairers; heavy vehicle and mobile equipment service technicians and mechanics; small engine mechanics; security and fire alarm systems installers; electric/electronic repair, industrial, utility and transportation equipment; millwrights; riggers; and manufactured building and mobile home installers. First line supervisors, foremen, and helpers for these jobs are also included in the category.

MATERIAL MOVING WORKERS: The job titles included in this group are Crane and tower operators; dredge, excavating, and lading machine operators; hoist and winch operators; industrial truck and tractor operators; cleaners of vehicles and equipment; laborers and freight, stock, and material movers, hand; machine feeders and offbearers; packers and packagers, hand; pumping station operators; refuse and recyclable material collectors; and miscellaneous material moving workers.

PRODUCTION WORKERS: The job titles included in this category are chemical production machine setters, operators and tenders; crushing/grinding workers; cutting workers; inspectors, testers sorters, samplers, weighers; precious stone/metal workers; painting workers; cementing/gluing machine operators and tenders; etchers/engravers; molders, shapers and casters except for metal and plastic; and production workers.

ATTACHMENT H	
<p><u>White</u> (not of Hispanic Origin)- All persons having origins in any of the original peoples of Europe, North Africa, or the Middle East.</p> <p><u>Black</u>(not of Hispanic Origin)- All persons having origins in any of the Black racial groups of Africa.</p> <p><u>Hispanic</u>- All persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.</p>	<p><u>Asian or Pacific Islander</u>- All persons having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands. This area includes China, India, Japan, Korea, the Philippine Islands, and Samoa.</p> <p><u>American Indian or Alaskan Native</u>- All persons having origins in any of the original peoples of North America, and who maintain cultural identification through tribal affiliation or community recognition.</p>

BIDDER CONTRACT COMPLIANCE MONITORING REPORT

PART I - Bidder Information

Company Name Street Address City & State Chief Executive	Bidder Federal Employer Identification Number _____ Or Social Security Number _____
Major Business Activity (brief description)	Bidder Identification (response optional/definitions on page 1) -Bidder is a small contractor. Yes__ No__ -Bidder is a minority business enterprise Yes__ No__ (If yes, check ownership category) Black__ Hispanic__ Asian American__ American Indian/Alaskan Native__ Iberian Peninsula__ Individual(s) with a Physical Disability__ Female__
Bidder Parent Company (If any)	- Bidder is certified as above by State of CT Yes__ No__
Other Locations in Ct. (If any)	- DAS Certification Number _____

PART II - Bidder Nondiscrimination Policies and Procedures

1. Does your company have a written Affirmative Action/Equal Employment Opportunity statement posted on company bulletin boards? Yes__ No__	7. Do all of your company contracts and purchase orders contain non-discrimination statements as required by Sections 4a-60 & 4a-60a Conn. Gen. Stat.? Yes__ No__
2. Does your company have the state-mandated sexual harassment prevention in the workplace policy posted on company bulletin boards? Yes__ No__	8. Do you, upon request, provide reasonable accommodation to employees, or applicants for employment, who have physical or mental disability? Yes__ No__
3. Do you notify all recruitment sources in writing of your company's Affirmative Action/Equal Employment Opportunity employment policy? Yes__ No__	9. Does your company have a mandatory retirement age for all employees? Yes__ No__
4. Do your company advertisements contain a written statement that you are an Affirmative Action/Equal Opportunity Employer? Yes__ No__	10. If your company has 50 or more employees, have you provided at least two (2) hours of sexual harassment training to all of your supervisors? Yes__ No__ NA__
5. Do you notify the Ct. State Employment Service of all employment openings with your company? Yes__ No__	11. If your company has apprenticeship programs, do they meet the Affirmative Action/Equal Employment Opportunity requirements of the apprenticeship standards of the Ct. Dept. of Labor? Yes__ No__ NA__
6. Does your company have a collective bargaining agreement with workers? Yes__ No__ 6a. If yes, do the collective bargaining agreements contain non-discrimination clauses covering all workers? Yes__ No__ 6b. Have you notified each union in writing of your commitments under the nondiscrimination requirements of contracts with the state of Ct? Yes__ No__	12. Does your company have a written affirmative action Plan? Yes__ No__ If no, please explain. 13. Is there a person in your company who is responsible for equal employment opportunity? Yes__ No__ If yes, give name and phone number. _____ _____

1. Will the work of this contract include subcontractors or suppliers? Yes__ No__

1a. If yes, please list all subcontractors and suppliers and report if they are a small contractor and/or a minority business enterprise. (defined on page 1 / use additional sheet if necessary)

1b. Will the work of this contract require additional subcontractors or suppliers other than those identified in 1a. above?

Yes__ No__

PART IV - Bidder Employment Information

Date:

JOB CATEGORY *	OVERALL TOTALS	WHITE (not of Hispanic origin)		BLACK (not of Hispanic origin)		HISPANIC		ASIAN or PACIFIC ISLANDER		AMERICAN INDIAN or ALASKAN NATIVE	
		Male	Female	Male	Female	Male	Female	Male	Female	male	female
Management											
Business & Financial Ops											
Marketing & Sales											
Legal Occupations											
Computer Specialists											
Architecture/Engineering											
Office & Admin Support											
Bldg/ Grounds Cleaning/Maintenance											
Construction & Extraction											
Installation , Maintenance & Repair											
Material Moving Workers											
Production Occupations											
TOTALS ABOVE											
Total One Year Ago											
FORMAL ON THE JOB TRAINEES (ENTER FIGURES FOR THE SAME CATEGORIES AS ARE SHOWN ABOVE)											
Apprentices											
Trainees											

*NOTE: JOB CATEGORIES CAN BE CHANGED OR ADDED TO (EX. SALES CAN BE ADDED OR REPLACE A CATEGORY NOT USED IN YOUR COMPANY)

1. Which of the following recruitment sources are used by you? (Check yes or no, and report percent used)				2. Check (X) any of the below listed requirements that you use as a hiring qualification (X)		3. Describe below any other practices or actions that you take which show that you hire, train, and promote employees without discrimination
SOURCE	YES	NO	% of applicants provided by source			
State Employment Service					Work Experience	
Private Employment Agencies					Ability to Speak or Write English	
Schools and Colleges					Written Tests	
Newspaper Advertisement					High School Diploma	
Walk Ins					College Degree	
Present Employees					Union Membership	
Labor Organizations					Personal Recommendation	
Minority/Community Organizations					Height or Weight	
Others (please identify)					Car Ownership	
					Arrest Record	
					Wage Garnishments	

Certification (Read this form and check your statements on it CAREFULLY before signing). I certify that the statements made by me on this BIDDER CONTRACT COMPLIANCE MONITORING REPORT are complete and true to the best of my knowledge and belief, and are made in good faith. I understand that if I knowingly make any misstatements of facts, I am subject to be declared in non-compliance with Section 4a-60, 4a-60a, and related sections of the CONN. GEN. STAT.

(Signature)	(Title)	(Date Signed)	(Telephone)
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IMPORTANT: ALL parts of this form must be completed, signed and returned by the vendor.

READ & COMPLETE CAREFULLY

COMPLETE VENDOR LEGAL BUSINESS NAME		Taxpayer ID # (TIN): <input type="checkbox"/> SSN <input type="checkbox"/> FEIN	
WRITE/TYPE SSN/FEIN NUMBER ABOVE			
BUSINESS NAME , TRADE NAME, DOING BUSINESS AS (IF DIFFERENT FROM ABOVE)			
BUSINESS ENTITY: <input type="checkbox"/> CORPORATION <input type="checkbox"/> LLC CORPORATION <input type="checkbox"/> LLC PARTNERSHIP <input type="checkbox"/> LLC SINGLE MEMBER ENTITY <input type="checkbox"/> NON-PROFIT <input type="checkbox"/> PARTNERSHIP <input type="checkbox"/> INDIVIDUAL/SOLE PROPRIETOR			
NOTE: IF INDIVIDUAL/SOLE PROPRIETOR, INDIVIDUAL'S NAME (AS OWNER) MUST APPEAR IN THE LEGAL BUSINESS NAME BLOCK ABOVE.			
BUSINESS TYPE: A. SALE OF COMMODITIES B. MEDICAL SERVICES C. ATTORNEY FEES D. RENTAL OF PROPERTY (REAL ESTATE & EQUIPMENT)			
E. OTHER (DESCRIBE IN DETAIL)			
UNDER THIS TIN, WHAT IS THE PRIMARY TYPE OF BUSINESS YOU PROVIDE TO THE STATE? (ENTER LETTER FROM ABOVE) →			
UNDER THIS TIN, WHAT OTHER TYPES OF BUSINESS MIGHT YOU PROVIDE TO THE STATE? (ENTER LETTER FROM ABOVE) →			
NOTE: IF YOUR BUSINESS IS A PARTNERSHIP, YOU MUST ATTACH THE NAMES AND TITLES OF ALL PARTNERS TO YOUR BID SUBMISSION.			
NOTE: IF YOUR BUSINESS IS A CORPORATION, IN WHICH STATE ARE YOU INCORPORATED?			
VENDOR ADDRESS STREET		CITY	STATE ZIP CODE
Add Additional Business Address & Contact information on back of this form.			
VENDOR E-MAIL ADDRESS		VENDOR WEB SITE	
REMITTANCE INFORMATION: INDICATE BELOW THE REMITTANCE ADDRESS OF YOUR BUSINESS. <input type="checkbox"/> SAME AS VENDOR ADDRESS ABOVE.			
REMIT ADDRESS STREET		CITY	STATE ZIP CODE
CONTACT INFORMATION: NAME (TYPE OR PRINT)			
1 ST BUSINESS PHONE:		Ext. #	HOME PHONE:
2 ND BUSINESS PHONE:		Ext. #	1 ST PAGER:
CELLULAR:		2 ND PAGER:	
1 ST FAX NUMBER:		TOLL FREE PHONE:	
2 ND FAX NUMBER:		TELEX:	
WRITTEN SIGNATURE OF PERSON AUTHORIZED TO SIGN PROPOSALS ON BEHALF OF THE ABOVE NAMED VENDOR			DATE EXECUTED
TYPE OR PRINT NAME OF AUTHORIZED PERSON			TITLE OF AUTHORIZED PERSON
IS YOUR BUSINESS CURRENTLY A DAS CERTIFIED SMALL BUSINESS ENTERPRISE? <input type="checkbox"/> YES (ATTACH COPY OF CERTIFICATE) <input type="checkbox"/> NO			
IF YOU ARE A STATE EMPLOYEE, INDICATE YOUR POSITION, AGENCY & AGENCY ADDRESS			
FOR PURCHASE ORDER DISTRIBUTION: 1) CHECK ONLY ONE BOX BELOW 2) INPUT E-MAIL ADDRESS OR FAX # (IF CHECKED)			
<input type="checkbox"/> E-MAIL		<input type="checkbox"/> FAX	<input type="checkbox"/> USPS MAIL <input type="checkbox"/> EDI
If EDI was selected, give us a person to contact in your company to set up EDI:			
NAME:			
E-MAIL ADDRESS:			
TELEPHONE NUMBER:			
FOR REQUEST FOR QUOTATION (RFQ) DISTRIBUTION: 1) CHECK ONLY ONE BOX BELOW 2) INPUT E-MAIL ADDRESS OR FAX # (IF CHECKED)			
<input type="checkbox"/> E-MAIL		<input type="checkbox"/> FAX	<input type="checkbox"/> USPS MAIL
ADD FURTHER BUSINESS ADDRESS, E-MAIL & CONTACT INFORMATION ON SEPARATE SHEET IF REQUIRED			

Request for Taxpayer Identification Number and Certification

Give form to the
requester. Do not
send to the IRS.

Print or type
See Specific Instructions on page 2.

Name	
Business name, if different from above	
Check appropriate box: <input type="checkbox"/> Individual/ Sole proprietor <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Other ▶	<input type="checkbox"/> Exempt from backup withholding
Address (number, street, and apt. or suite no.)	Requester's name and address (optional)
City, state, and ZIP code	
List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. For individuals, this is your social security number (SSN).

However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see **How to get a TIN** on page 3.

Note: If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number								
			+		+			
or								
Employer identification number								
	+							

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), **and**
- I am not subject to backup withholding because: **(a)** I am exempt from backup withholding, or **(b)** I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or **(c)** the IRS has notified me that I am no longer subject to backup withholding, **and**
- I am a U.S. person (including a U.S. resident alien).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. (See the instructions on page 4.)

**Sign
Here**

Signature of
U.S. person ▶

Date ▶

Purpose of Form

A person who is required to file an information return with the IRS, must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

U.S. person. Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee.

Note: If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Foreign person. If you are a foreign person, use the appropriate Form W-8 (see **Pub. 515**, Withholding of Tax on Nonresident Aliens and Foreign Entities).

Nonresident alien who becomes a resident alien.

Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the recipient has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement that specifies the following five items:

- The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
- The treaty article addressing the income.
- The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
- The type and amount of income that qualifies for the exemption from tax.
- Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a **nonresident alien or a foreign entity** not subject to backup withholding, give the requester the appropriate completed Form W-8.

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 30% of such payments (29% **after** December 31, 2003; 28% **after** December 31, 2005). This is called "backup withholding." Payments that may be subject to backup withholding include interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will **not** be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester, or
2. You do not certify your TIN when required (see the Part II instructions on page 4 for details), or
3. The IRS tells the requester that you furnished an incorrect TIN, or
4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or
5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See the instructions below and the separate **Instructions for the Requester of Form W-9**.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of Federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Name

If you are an individual, you must generally enter the name shown on your social security card. However, if you have changed your last name, for instance, due to marriage without informing the Social Security Administration of the name change, enter your first name, the last name shown on your social security card, and your new last name.

If the account is in joint names, list first, and then circle, the name of the person or entity whose number you entered in Part I of the form.

Sole proprietor. Enter your **individual** name as shown on your social security card on the "Name" line. You may enter your business, trade, or "doing business as (DBA)" name on the "Business name" line.

Limited liability company (LLC). If you are a single-member LLC (including a foreign LLC with a domestic owner) that is disregarded as an entity separate from its owner under Treasury regulations section 301.7701-3, **enter the owner's name on the "Name" line.** Enter the LLC's name on the "Business name" line.

Other entities. Enter your business name as shown on required Federal tax documents on the "Name" line. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on the "Business name" line.

Note: *You are requested to check the appropriate box for your status (individual/sole proprietor, corporation, etc.).*

Exempt From Backup Withholding

If you are exempt, enter your name as described above and check the appropriate box for your status, then check the "Exempt from backup withholding" box in the line following the business name, sign and date the form.

Generally, individuals (including sole proprietors) are not exempt from backup withholding. Corporations are exempt from backup withholding for certain payments, such as interest and dividends.

Note: *If you are exempt from backup withholding, you should still complete this form to avoid possible erroneous backup withholding.*

Exempt payees. Backup withholding is **not required** on any payments made to the following payees:

1. An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2);
2. The United States or any of its agencies or instrumentalities;
3. A state, the District of Columbia, a possession of the United States, or any of their political subdivisions or instrumentalities;
4. A foreign government or any of its political subdivisions, agencies, or instrumentalities; or
5. An international organization or any of its agencies or instrumentalities.

Other payees that **may be exempt** from backup withholding include:

6. A corporation;
7. A foreign central bank of issue;
8. A dealer in securities or commodities required to register in the United States, the District of Columbia, or a possession of the United States;

9. A futures commission merchant registered with the Commodity Futures Trading Commission;
10. A real estate investment trust;
11. An entity registered at all times during the tax year under the Investment Company Act of 1940;
12. A common trust fund operated by a bank under section 584(a);
13. A financial institution;
14. A middleman known in the investment community as a nominee or custodian; or
15. A trust exempt from tax under section 664 or described in section 4947.

The chart below shows types of payments that may be exempt from backup withholding. The chart applies to the exempt recipients listed above, **1** through **15**.

If the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt recipients except for 9
Broker transactions	Exempt recipients 1 through 13 . Also, a person registered under the Investment Advisers Act of 1940 who regularly acts as a broker
Barter exchange transactions and patronage dividends	Exempt recipients 1 through 5
Payments over \$600 required to be reported and direct sales over \$5,000 ¹	Generally, exempt recipients 1 through 7 ²

¹ See **Form 1099-MISC**, Miscellaneous Income, and its instructions.

² However, the following payments made to a corporation (including gross proceeds paid to an attorney under section 6045(f), even if the attorney is a corporation) and reportable on Form 1099-MISC are **not exempt** from backup withholding: medical and health care payments, attorneys' fees; and payments for services paid by a Federal executive agency.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a **resident alien** and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see **How to get a TIN** below.

If you are a **sole proprietor** and you have an EIN, you may enter either your SSN or EIN. However, the IRS prefers that you use your SSN.

If you are a single-owner **LLC** that is disregarded as an entity separate from its owner (see **Limited liability company (LLC)** on page 2), enter your SSN (or EIN, if you have one). If the LLC is a corporation, partnership, etc., enter the entity's EIN.

Note: See the chart on page 4 for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get **Form SS-5**, Application for a Social Security Card, from your local Social Security Administration office or get this form on-line at www.ssa.gov/online/ss5.html. You may also get this form by calling 1-800-772-1213. Use **Form W-7**, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or **Form SS-4**, Application for Employer Identification Number, to apply for an EIN. You can get Forms W-7 and SS-4 from the IRS by calling 1-800-TAX-FORM (1-800-829-3676) or from the IRS Web Site at www.irs.gov.

If you are asked to complete Form W-9 but do not have a TIN, write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note: Writing "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: A disregarded domestic entity that has a foreign owner must use the appropriate Form W-8.

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if items 1, 3, and 5 below indicate otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). Exempt recipients, see **Exempt from backup withholding** on page 2.

Signature requirements. Complete the certification as indicated in 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), IRA or Archer MSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account)	The actual owner of the account or, if combined funds, the first individual on the account ¹
3. Custodian account of a minor (Uniform Gift to Minors Act)	The minor ²
4. a. The usual revocable savings trust (grantor is also trustee)	The grantor-trustee ¹
b. So-called trust account that is not a legal or valid trust under state law	The actual owner ¹
5. Sole proprietorship or single-owner LLC	The owner ³
For this type of account:	Give name and EIN of:
6. Sole proprietorship or single-owner LLC	The owner ³
7. A valid trust, estate, or pension trust	Legal entity ⁴
8. Corporate or LLC electing corporate status on Form 8832	The corporation
9. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
10. Partnership or multi-member LLC	The partnership
11. A broker or registered nominee	The broker or nominee
12. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity

¹ List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

² Circle the minor's name and furnish the minor's SSN.

³ **You must show your individual name**, but you may also enter your business or "DBA" name. You may use either your SSN or EIN (if you have one).

⁴ List first and circle the name of the legal trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.)

Note: *If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.*

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons who must file information returns with the IRS to report interest, dividends, and certain other income paid to you, mortgage interest you paid, the acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA or Archer MSA. The IRS uses the numbers for identification purposes and to help verify the accuracy of your tax return. The IRS may also provide this information to the Department of Justice for civil and criminal litigation, and to cities, states, and the District of Columbia to carry out their tax laws. We may also disclose this information to other countries under a tax treaty, or to Federal and state agencies to enforce Federal nontax criminal laws and to combat terrorism.

You must provide your TIN whether or not you are required to file a tax return. Payers must generally withhold 30% of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to a payer. Certain penalties may also apply.



EXHIBIT A
EQUIPMENT LISTING

Qty	Manufacturer	Model/Part#	Description	UNIT PRICE	X QTY	TOTAL PRICE
Item 1 - Production Switchers						
3	Ross	CPSSD-1012-001	CrossOver 12 Standard Definition (Field upgradeable to HD) Live Production Switcher	\$	3	
3	Ross	CPS-REDSPU-EXT	Redundant Power (Frame and Panel)	\$	3	= \$
ITEM 1 - PRODUCTION SWITCHERS - TOTAL COST						= \$
Item 2 - Audio/Video Routing Switcher						
Video Routing Switcher framed 128x128, populated 64x64 SD						
1	nVision	FR5128	128x128 Frame and Power Supply and Manual	\$	1	= \$
1	nVision	5128-NV	Universal Control card & NV protocol	\$	1	= \$
1	nVision	5128-NV	Redundant Universal Control card & NV protocol (For Video or Audio Frame)	\$	1	= \$
1	nVision	PS6000	Redundant Power Supply	\$	1	= \$
4	nVision	NV5000-SD-IN	16 Input SDI Digital Video Module	\$	4	= \$
4	nVision	IO5000-SD-IN	Rear Connector Module for NV5000-SD-IN, BNC	\$	4	= \$
4	nVision	NV5000-SD-OUT	16 Output SDI Digital Video Module	\$	4	= \$
4	nVision	IO5000-SD-OUT	Rear Connector Module for NV5000-SD-OUT, BNC	\$	4	= \$
Audio Routing Switcher framed 128x128, populated 64x64 stereo, analog audio with balanced inputs and outputs, and 32x32 AES Audic						
1	nVision	FR5128	128x128 Frame and Power Supply and Manual	\$	1	= \$
1	nVision	5128-NV	Universal Control card & NV protocol	\$	1	= \$
1	nVision	PS6000	Redundant Power Supply	\$	1	= \$
4	nVision	NV5000-AA-IN	16 Input Analog Audio Module	\$	4	= \$
4	nVision	IO5000-AA-IN	Rear Connector Module for NV5000-AA-IN, 25 Pin D	\$	4	= \$
4	nVision	NV5000-AA-OUT	16 Output Analog Audio Module	\$	4	= \$
4	nVision	IO5000-AA-OUT	Rear Connector Module for NV5000-AA-OUT, 25 Pin D	\$	4	= \$
2	nVision	NV5000-SA-IN	16 input AES sync module	\$	2	= \$
2	nVision	NV5000-SA-OUT	16 output AES sync module	\$	2	= \$
2	nVision	IO-5000-AES-IN-BNC	16 input AES rear connector module, BNC	\$	2	= \$
2	nVision	IO-5000-AES-OUT-BNC	16 output AES rear connector module, BNC	\$	2	= \$
Crispin Interface and 4 XY Control Panels						
4	nVision	NV9603A	1 RU XY Control Panel	\$	4	= \$
1	nVision	ES9060	Single NV9000 System Controller 2RU	\$	1	= \$
1	nVision	ES9060	Redundant Single NV9000 System Controller 2RU	\$	1	= \$
1	nVision	NV9000-SMA-S	Software Maintenance Agreement for single NV9000 system	\$	1	= \$
1	nVision	EC9710	Status GUI	\$	1	= \$
1	nVision	EC9415	24 port ethernet switch	\$	1	= \$
ITEM 2 - AUDIO/VIDEO ROUTING SWITCHER - TOTAL COST						= \$
Item 3 - Multi Channel Master Control Switcher						
Provide-one channel of SD Master Control with AES input audio to be installed in Video Router Frame						
1	nVision	NV5000-XP-SD	SD Video/Audio Transition Processor	\$	0	= \$
1	nVision	IO5000-XP-SD	Rear Connector Module for SD transition processor	\$	1	= \$
1	nVision	NV5128-MC-SMA	Master Control Software Maintenance Agreement (Site License)	\$	1	= \$
1	nVision	AX-SAM10	SDI to analog video and audio dis-embedder bridge	\$	1	= \$
1	nVision	AX-BPL12_SAM10	Rear I/O for SAM10	\$	1	= \$
1	nVision	AX-BOC26	Audio breakout cable for AX-BPL12	\$	1	= \$
1	nVision	AX-SFR04NV	19"- 1RU 4 slots, RRC04, 1psu	\$	1	= \$
1	nVision	NV5000-SA-IN	16 input AES sync module	\$	1	= \$
1	nVision	IO-5000-AES-IN-BNC	16 input AES rear connector module, BNC	\$	1	= \$
Control Panels						
1	nVision	NV5128-MC-FFCP	Full-Function Control Panel	\$	1	= \$
1	nVision	NV-5128-MC-GUI	Graphical User Interface Software	\$	1	= \$
TOTAL 3 - MULTI CHANNEL MASTER CONTROL SWITCHER - TOTAL COST						= \$

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EXHIBIT A
EQUIPMENT LISTING

Qty	Manufacturer	Model/Part#	Description	UNIT PRICE	X QTY	TOTAL PRICE
Item 4 - Character Generator						
4	Avid	7010-20135-01	Avid Deko 1000 SD Single Channel System	\$	4	= \$
1	Avid	0100-05425-01	Avid Deko Automation	\$	1	= \$
4	Avid	7010-08620-01	FastAction Keyboard	\$	4	= \$
4	Avid		Avid PostDeko software for creating graphics on 4 producers' work stations	\$	4	= \$
4	Avid	7010-08372-01	24-31 Inch Rack Slides	\$	4	= \$
4	Avid	0530-03140-01	SERV, On Site Installation, Daily Rate Without Expenses	\$	4	= \$
4	Avid	0541-03506-01	Avid Support Deko 1000 with 7x24 (First Year)	\$	4	= \$
TOTAL 4 - CHARACTER GENERATOR - TOTAL COST						= \$
Item 5 - Video Server System						
			Item 5A - Primary Server			
			Omneon Spectrum Media Server configured for DV 25 compression with ten (10) bi-directional ingest ports and six (6) dedicated playback ports.			
			Server and Media Components			
2	Omneon	MCP-2101	MediaDirector 2101	\$	2	= \$
1	Omneon	MCP-21-1-F01	Extended File System License for the MCP 2101	\$	1	= \$
1	Omneon	MIP-5001	DV/MPEG Media Port w/ 1 bi-directional ingest port - 2 dedicated playback ports	\$	1	= \$
1	Omneon	MIP-5002	DV/MPEG Media Port w/ 2 bi-directional ingest ports - 4 dedicated playback ports	\$	1	= \$
7	Omneon	MIP-1010	1 bi-directional ingest port	\$	7	= \$
8	Omneon	MRT-2001	MediaPort Rack Mounting Tray	\$	8	= \$
			System Management			
1	Omneon	NSM-2007K	Omneon SystemManager with LCD Display & Keyboard	\$	1	= \$
			SBOD Storage Components & Accessories			
2	Omneon	MS-4272c	SBOD Mediastore w/ 16, 300 Gbyte drives (two (6+1) RAID sets + 2 Hot Spares	\$	2	= \$
2	Omneon	FCA-105-OF	Fibre Channel Cable Kit, LC to LC optical fiber cable, 1m w/ 2 LC SFP's	\$	2	= \$
6	Omneon	FCA-305-OF	Fibre Channel Cable Kit, LC to LC optical fiber cable, 3m w/ 2 LC SFP's	\$	6	= \$
			System Utilities			
1	Omneon	MTC-2000	Clip Tool Pro - Single channel player control application - single seat license	\$	1	= \$
6	Omneon	MTR-1000	Record Tool - Scheduled recording for a single player - single seat license	\$	6	= \$
1	Omneon	MTT-1000	Transfer Tool - Single Seat License	\$	1	= \$
			Service Offerings			
		Warranty - 1Yr	Enhanced Warranty (includes Silver Service for 12 months from ship date	\$	0	= \$
1	Omneon	FDTs	First Day On-Site Technical Support Visit, per day, includes Travel & Expenses	\$	1	= \$
2	Omneon	TS	Follow On-Site Technical Support Visit, per day, includes Travel & Expenses	\$	2	= \$
1	Omneon	TNG-SPECT-BSC-SITE	Spectrum Basic Training at Customer Site (Min 2, Max 8)	\$	1	= \$
1	Omneon	TNG-DAY	On Site Informal Training Day, per day, includes T&E within Service Area	\$	1	= \$
			Item 5B - Back-up Video Server			
			Configured for DV-25 compression			
1	Omneon	SMD 2201 BB	MediaDeck with one (1) SD Module and eight (8) 500GB drives	\$	1	= \$
			Item 5C - Nearline Storage Solution			
1	Rorke Data	GNAS1U-LX4-FC4-HEAD	GALAXY LX4 NAS - 1U Rackmount NAS Head with 1x 2.33GHz Dual-Core XEON CPU, 2GB (2x1GB) RAM, DVD-ROM & Floppy, Dual On-board Copper Gig-E, Dual Channel PCI-E 4GBIT FC HBA, Galaxy LX4 NAS Module	\$	1	= \$
1	Rorke Data	GHDX2/16-FCS4-8000N	*TB - GALAXY HDX2 16 Bay 3U 8000GB (16x500 GB NL 7200 RPM Serial, ATA Drives) Raid Rack, 4GBIT FC Single 512 MB RAM Controller (Dual Host Capable, LC Optical SFP-Based) / IDE (SATA) drive channels	\$	1	= \$
1	Rorke Data	CBLFCO-LC-03	3 Meter Fibre Cable - RAID to NAS Head	\$	1	= \$

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EXHIBIT A
EQUIPMENT LISTING

Qty	Manufacturer	Model/Part#	Description	UNIT PRICE	X QTY	TOTAL PRICE
Hardware Support						
1	Rorke Data	GNAS1U -LX4-HEAD-G1	1 Yr advance parts replacement - NAS Head	\$	1	= \$
1	Rorke Data	GHDX2/16D-G1	1 Yr advance parts replacement - RAID with 16 Drives	\$	1	= \$
Item 5D - Proxy Video System						
			Included with Crispin Automation described below	\$	0	= \$
Item 5E - Automation System Enhancements						
Real-time Device Control						
1	Crispin	2502 DSUpgrade - 4	DeviceServer 4 port upgrade	\$	1	= \$
1	Crispin	7541 Rocketport - 16	16 port RS-422 Interface PCI Card	\$	1	= \$
1	Crispin	7540 RPRJ-16-422	16 port 1ru RJ45 connector panel for Rocketport 16 or 32	\$	1	= \$
Media Management						
1	Crispin		AssetBase2000 Media Management Computer - Server Class Workstations featuring Dual Core processor, Dual power Supply, and a 3 year hardware warranty and Dual Raid1 Hard Drives	\$	1	= \$
1	Crispin		Dual RAID1 System Drives with front access hot-swap	\$	1	= \$
1	Crispin		AssetBase2000 Media Management Software and Hardware Package - Includes hardware and software listed above. Assetbase provides a web based GUI for locating clips.	\$	1	= \$
1	Crispin	4503 ClipCopX	ClipCopX Video Server Management Interface	\$	1	= \$
Near Line Storage Management						
1	Crispin	PTS12 - Archive	Crispin ArchiveManager for external Near Line device - Server Class Workstations featuring Dual Core processor, Dual power Supply, and a 3 year hardware warranty	\$	1	= \$
1	Crispin	5502 CAM-External - S	Crispin ArchiveManager Software for External Near Line Device	\$	1	= \$
1	Crispin		Crispin ArchiveManager Software and Hardware package for external near-line device - includes hardware listed above. ArchiveManager is being used for the management of nearline storage and for proxy generation. The transcode software below will be installed on this PC. This PC will be connected to the near line storage detailed below.	\$	1	= \$
2	Crispin	Blu-Ray Drives	Blu-ray drives for use with Crispin Archive. These drives will provide archival of DV 25 program files via file transfer from the Primary Server to the Blu-Ray drives under Crispin automation. Blu-ray drives will be installed on Archive Computer as well as Dymo Label Writer Printer	\$	2	= \$
1	Crispin	Dymo Label Writer Printer	Dymo Label Writer Printer for use with Crispin Archive to automatically label archive Blu-Ray discs	\$	1	= \$
5	Crispin	Dymo Labels	Dymo Labels for above	\$	5	= \$
1	Crispin	7579 Transcode	Transcode Software - Adds LoRez Proxies - include configuration and interface to Crispin Software that supports LoRez Proxies. Will be installed on the ActiveManager PC.	\$	1	= \$
Quantity and Description of System Computers						
1	Crispin	Computer #1	AssetBase Database Workstation with ClipCopX task manager application, dual RAID1 system drives. Crispin's server class PC's include Dual Core Processors and Dual Power Supplies - PC MONITOR IS NOT INCLUDED. AssetBase is a web based GUI used for locating clips in the system.	\$	1	= \$
1	Crispin	Computer #2	ArchiveManager Workstation - Includes ArchiveManager 2000 software, dual RAID1 system drives. Crispin's server class PC's include Dual Core Processors and Dual Power Supplies - PC MONITOR IS NOT INCLUDED. ArchiveManager is being used for the management of NearLine storage and Proxy generation. Crispin's Transcoding Software will also be installed on this PC. Two (2) Blu-Ray drives will be installed on this computer to provide archival of program files as well as a Dymo Label Writer Printer to label Blu-Ray archival discs.	\$	1	= \$
1	APPLE	Computer #3	MAC video editing workstation to support Edit-In-Place for one seat of Final Cut Pro. This computer will be used to "group" program clips located on the primary server. Clips grouped will be available for immediate payout to air.	\$	1	= \$

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EXHIBIT A
EQUIPMENT LISTING

Qty	Manufacturer	Model/Part#	Description	UNIT PRICE	X QTY	=	TOTAL PRICE
Crispin Services							
1	Crispin	2009 Support - Lifetime	Crispin 4 Life to provide seven (7) years of 24/7/365 support for the system including phone support, e-mail support, remote diagnostics, bug fixes, and driver updates.	\$	1	=	\$
1	Crispin	1015 Development	Modify ClipCopX to automatically move clean feed files/clips from Primary Server to Near Line Storage using ArchiveManager Software. Development not to exceed \$10,000.	\$	1	=	\$
3	Crispin	1006 SysCom	System Commissioning - per day charge - includes expenses (two day minimum)	\$	3	=	\$
2	Crispin	1007 Trainer	System Training - per day charge - includes expenses (two day minimum)	\$	2	=	\$
Item 5F - Editing Workstations							
4	APPLE		Provide turnkey MAC video editing workstations with Final Cut Pro capable of editing DV 25 files created by the video server as described above without transcoding and without I/O interface	\$	4	=	\$
ITEM 5 - VIDEO SERVER SYSTEM - TOTAL COST						=	\$
Item 6 - Sync Generators & Multiformat Sync Generator Changeover Unit							
			Supply two sync generators. One sync generator to replace existing Tektronix TCB-200N sync generator; second sync generator for "hot" backup. Sync generator changeover unit to automatically switch on fault detection of any primary source to back-up source.				
1	Miranda	DENSITE 2	Densite 2 Housing Frame	\$	1	=	\$
1	Miranda	DENSITE -PSU-AC	Power Supply Unit (AC)	\$	1	=	\$
1	Miranda	SPG-1801	Slave Sync Pulse Generator	\$	1	=	\$
1	Miranda	SPG-1801-SRP	Rear Connector Panel (Single)	\$	1	=	\$
1	Miranda	REF-801	Reference Module for Densite Frames	\$	1	=	\$
1	Miranda	REF-1801-OPT-SIG	SPG Option for REF-1801	\$	1	=	\$
1	Miranda	REF-1801-SRP	Rear Connector Panel (Single)	\$	1	=	\$
1	Miranda	HCO-1821	HD/SD/ASI Changeover	\$	1	=	\$
1	Miranda	HCO-1821-DRP-R	Double Rear Module with relay	\$	1	=	\$
1	Miranda	HCO-1821-OPT-CS	Clean Switch Option for HCO-1821	\$	1	=	\$
ITEM 6 - SYNC GENERATORS & MULTIFORMAT SYNC GENERATOR CHANGEOVER UNIT - TOTAL COST						=	\$
Item 7 - Fiber Optic Transmitters/Receivers							
2	Evertz	7700FR-C+7PS	19 " Rack Mount, 3RU Frame, 15 slots, with redundant AC Power Supply	\$	2	=	\$
12	Evertz	7707ADVT13+3RU+ST	Analog or SDI Video with 4-Channel or AES Audio Fiber Transmitter with ST connectors 1 composite Analog or SDI video and four analog or AES audio signals	\$	12	=	\$
12	Evertz	7707ADVR13+3RU+ST	Analog or SDI Video with 4-Channel or AES Audio Fiber Receiver with ST connectors 1 composite Analog or SDI video and four analog or AES audio signals	\$	12	=	\$
3	Evertz	7707DT13-F2+3RU+ST	Multi RS-232/422/485 Fiber Data Transceivers with ST for multimode	\$	3	=	\$
ITEM 7 - FIBER OPTIC TRANSMITTERS/RECEIVERS TOTAL COST						=	\$
Item 8 - Analog to Digital Converters							
20	Miranda	DEC-1002	10-Bit Composite to SDI Decoder	\$	20	=	\$
20	Miranda	DEC-10NN-DRP	Double-rear Module for DEC-1002 & DEC-1021	\$	20	=	\$
20	Miranda	DEC-1002-OPT-FS	Frame Sync option for DEC-1002	\$	20	=	\$
2	Miranda	DENSITE 2	Densité 2 Housing frame with basic controller and one power supply	\$	2	=	\$
2	Miranda	DENSITE-PSU-AC	Optional AC power supply	\$	2	=	\$
ITEM 8 - ANALOG TO DIGITAL CONVERTERS TOTAL COST						=	\$
Item 9 - Computer to Video Scan Converter							
3	Communications Specialties	1291	Scan Do Pro II/D Computer to video scan converter up to 1280x1024	\$	3	=	\$
3	Communications Specialties		Optional SDI Output for Model 1291 Scan Do Pro II/D	\$	3	=	\$
ITEM 9 - COMPUTER TO VIDEO SCAN CONVERTER TOTAL COST						=	\$

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EXHIBIT A
EQUIPMENT LISTING

Qty	Manufacturer	Model/Part#	Description	UNIT PRICE	X QTY	TOTAL PRICE
Item 10 - Video Recorders/Players						
2	Panasonic	AJ-HPM110	Mobile P2 HD Recorder/Player	\$	2	= \$
4	Panasonic	AJ-P2C032RG	32GB P2 Cards	\$	4	= \$
1	Panasonic	AJ-PCD20	P2 Card Drive	\$	1	= \$
ITEM 10 - VIDEO RECORDER?PLAYERS TOTAL COST						= \$
Item 11 - Microphones & Accessories						
24	Shure	SM86	Cardioid Condenser Handheld Vocal Microphone with A25D Break Resistant Mic Clip	\$	24	= \$
24	Atlas Sound	DS5	Microphone Desk Stand	\$	24	= \$
1	Hosa	SNU24X4100	Microphone Snake 24 XLR in, 4 TRS out, 100 ft	\$	1	= \$
16	Canare	SC25XXJ	XLR-M to XLR-F Microphone Cables, 25 feet, Black	\$	16	= \$
8	Canare	SC50XXJ	XLR-M to XLR-F Microphone Cables, 50 feet, Black	\$	8	= \$
3	SKB	SKB-1200 ATA	Cases for 12 microphones and stands	\$	3	= \$
ITEM 11 - MICROPHONES & ACCESSORIES TOTAL COST						= \$
Item 12 - High Speed Connectivity						
2	Enterasys	#C2G124-24	Secure Stack C2 Gigabit Switch	\$	2	= \$
ITEM 12 - HIGH SPEED CONNECTIVITY TOTAL COST						= \$
Item 13 - Audio Delay						
1	Rane	AD22d	Audio Delay 1ms steps, XLR I/O	\$	1	= \$
ITEM 13 - AUDIO DELAY TOTAL COST						= \$
Item 14 - Audio Consoles						
2	To be specified in proposal	To be specified in proposal	<p>IP-based audio router that provides audio I/O, mixing, processing and audio distribution with capacity for one 24 channel console, with these features:</p> <ul style="list-style-type: none"> • 2RU enclosure • Fanless convection cooling • 8 I/O card slots with 5 types of I/O cards using StudioHub+® type RJ-45 connectors • 4 Mic preamps with phantom power and trim pot gain adjust • 4 Stereo line inputs with trim pot gain controls • 4 Stereo line outputs with trim pot gain controls • 4 Stereo AES or S/PDIF digital inputs with rate conversion • 4 Stereo AES or S/PDIF digital outputs • Audio confidence indicators • 12 GPI inputs and 16 GPI outputs on 4 DB-15 connectors • 4 RS-485 ports with AES cue audio • 2 GbE Ethernet ports • 24 stereo channels of mixing divided into 1 to 4 control surfaces • Profanity delay, input metering, mic processing • Redundant power supplies <p>Supply necessary modules for:</p> <ul style="list-style-type: none"> 12 microphone level inputs (Hearing Room, House & Senate Ambient Mics) 12 Stereo line level inputs (Hearing Room, House & Senate audio) 	\$	2	= \$
3	To be specified in proposal	To be specified in proposal	<p>Desk-top control surface with 4 faders expandable to 22 controls for: input assignment, prefader trim level, left / right mode, channel balance, EQ and dynamics settings level controls for: headphones Cue, Studio and Monitor loudspeakers control selections appear in the LCD display above the controls</p> <p>Stereo LED meter indicates level plus instantaneous peak</p> <p>12 user-assignable buttons</p>	\$	3	= \$

Responder Initial/Date: _____

EXHIBIT A
EQUIPMENT LISTING

Qty	Manufacturer	Model/Part#	Description	UNIT PRICE	X QTY	=	TOTAL PRICE
1	To be specified in proposal	To be specified in proposal	Software application to create: customized PC screen operator interface customized router control and setup VU meters	\$	1	=	\$
2	Logitek	Jetstream Mini	Audio Frame with Router				
3	Logitek	Remora	Digital Console 4 inputs				
1	Logitek	Vscreen	GUI Interface	\$		=	\$
ITEM 14 - AUDIO CONSOLE TOTAL COST						=	\$
Item 15 - Multisource/Multi-Image Display Processors							
			Multisource / Multi-image Display Processors needed to drive 1 LCD monitor in 2 separate production control rooms and 2 LCD monitors in master control room. • 12 auto-sensing SD-SDI/analog composite video inputs per Production Control Room monitor (field upgradeable to HD-SDI) • 16 auto-sensing SD-SDI/analog composite video inputs per Master Control Room monitor (field upgradeable to HD-SDI) • HDMI Output up to 1920 x 1080 pixels • Analog audio level metering • Off-line layout editing • Window ratio capable of 4:3 and 16:9 • Redundant power supplies • Option to mount processor(s) in central rack room and feed remotely to monitors in production and master control rooms (Note: processors to be programmed/controlled in central rack room – remote control not needed)				
2	Tahoma	LE-12	12 auto detect SD-SDI/NTSC inputs field upgradeable to HD-SDI	\$	2	=	\$
2	Tahoma	LE-12	16 auto detect SD-SDI/NTSC inputs field upgradeable to HD-SDI	\$	2	=	\$
4	Tahoma		AES Audio Option	\$	4	=	\$
4	Tahoma		AA Audio Option	\$	4	=	\$
4	Tahoma		115' extender with HDMI Option	\$	4	=	\$
4	Tahoma		Optional redundant power supply	\$	4	=	\$
ITEM 15 - MULTISOURCE / MULTI-IMAGE DISPLAY PROCESSORS TOTAL COST						=	\$
Item 16 - LCD Monitors							
			Supply four consumer grade, 1080P LCD monitors with desk mounts. Monitors should be minimum 40"/sized appropriately according to number and sizes of images and viewing distances in the respective control rooms.				
4				\$	4	=	\$
ITEM 16 - LCD MONITORS TOTAL COST						=	\$

Responder Initial/Date: _____

EXHIBIT A
EQUIPMENT LISTING

Qty	Manufacturer	Model/Part#	Description	UNIT PRICE	X QTY	TOTAL PRICE
Item 17 - Transcoding Equipment						
1			<p>Update or replace existing Telestream FlipFactory audio and video transcoding equipment running under WindowsNT, networked through a Brocade SilkWorm 3200 Fibre Channel switch with three Grass Valley video servers. Updated or replacement hardware must be capable of networking with the existing Grass Valley video servers through the dedicated Fiber Channel network. In addition, this hardware must be capable of simultaneous connectivity with the video server equipment that will be purchased as part of this RFP.</p> <p>The supplied transcoding hardware must meet the following minimum specifications:</p> <ul style="list-style-type: none"> • Intel Xeon or AMD Opteron • Quad-core; dual-processor configuration • 3 GHz CPU ; 4 GB RAM ; RAIDed hard drive system for performance and/or 10K drives, DirectX 9.0 or later, Microsoft Windows XP Professional or 2003 Server Operating System; USB 2.0 port; Rack-mount case <p>The supplied software/hardware must support, and include the necessary codecs, for the following import/export formats:</p> <ul style="list-style-type: none"> • AVI • Flash • Grass Valley -- GFX including: 	\$	1	\$
ITEM 17 - TRANSCODING EQUIPMENT TOTAL COST						\$
Additional Items						
Qty	Manufacturer	Model/Part#	Description	UNIT PRICE	X QTY	TOTAL PRICE
1	ClearCom	MS232	2-channel main intercom station with optional gooseneck mic (to match existing equipment)	\$	1	\$
1	Aphex	320A	Compellor (to match existing equipment)	\$	1	\$
1	Kramer	VSD-601N	6x1 Vertical Interval Video/Audio Switcher (to match existing equipment for Crestron Camera Delegation)	\$	1	\$
6	JBL	C2PM	Control 2p Master Only Speakers w/35 watt power amp and pedestals for desk mount	\$	6	\$
3	Crestron	C2N-CAMIDJ	Digital Joystick Camera Controller,software and programing to configure the joysticks to add these controllers and additional functionality to the existing Crestron system.	\$	3	\$
3	Crestron	CNX-HUB	Hub/Repeaters	\$	3	\$
2	To be specified in proposal	To be specified in proposal	Professional DVD player with repeat function and RS232 control supports DVD-Video, Video CD, CD-Audio,DVD-R, DVD-RW, CD-R, and CD-RW.	\$	2	\$
3	To be specified in proposal	To be specified in proposal	Color CRT monitors with 2 composite video inputs for the control rooms to check camera focus	\$	3	\$
	To be specified in proposal	To be specified in proposal	20" Color LCD HD monitors for computer hardware	\$		\$
	To be specified in proposal	To be specified in proposal	Equipment Racks 84" tall	\$		\$
	To be specified in proposal	To be specified in proposal	Production consoles	\$		\$
	To be specified in proposal	To be specified in proposal	Master control console	\$		\$
TOTAL PROJECT COST						\$
Quoted % discount from the manufacturer's list price for additional items				%		
Company: _____ FEIN #: _____ Address: _____ Telephone Number: _____ Fax Number: _____ Signature: _____ Date: _____ Title: _____ Name (Printed): _____ Email Address: _____						

Responder Initial/Date: _____

